



September 14, 2025 – 9:00 a.m.

Meeting of the Northport Village Corporation Board of Overseers

This is a hybrid meeting – in person* in the Community Room of Community Hall, 813 Shore Road, Northport, ME and virtually.

If you would like to attend any Overseers meeting or NVC committee meeting virtually, please contact the NVC office (207-338-0751) to be added to a list of verified attendees. You will need to provide your name, Bayside address and email address. If your property is not in your name, please provide the property owner's name. Once the information is verified, you will receive Zoom links to NVC meetings. This is a temporary measure taken to address disturbing and disruptive interruptions to recent NVC meetings by unauthorized Zoom participants.

*This is a business meeting conducted in public; it is not a public meeting. An opportunity for comments from members of the public is provided before the business meeting begins and end of the meeting. Unless a question from the public can be answered definitively and very briefly, the Board usually does not engage in a dialog with a commenter. If the speaker addresses an item on the Board's agenda, the Board's consideration at that time may respond to the speaker's comments. When recognized, a commenter should state their name and Village address and make their point briefly. Depending on the number of public members who wish to address the Board and the length of the Board's agenda, the presiding officer may establish a time limit for speakers. Agenda items may be taken out of order to accommodate guests. **Remote participants will not be admitted to the meeting unless the participant's name is identifiable.**

Meeting Agenda

- Comments by members of the public.
- Call to order business meeting.
- Agenda review.

Action Items and Reports

- Approval of August 10, 2025 meeting minutes*
- President's Report

Organizational actions and information

- Recommendation to approve the 2025-2026 schedule of Board meetings.*
- 2025-2026 NVC Committee chair and membership appointments.*
- Recommendation to appoint Victoria Matthews as Chairman to call and conduct a meeting of the Overseers in the absence of the President as described in the NVC Bylaws.
- Recommendation to appoint Fred Lincoln as Deputy Treasurer to act in the absence of the Treasurer as described in the NVC Bylaws.
- Recommendation to appoint (to be announced) as the Deputy Clerk to act in the Clerk's absence as described in the NVC Bylaws.
- Recommendation to appoint Craig Brigham as Wharfmaster to perform the duties described in the NVC Bylaws and to appoint Gordon Fuller, Bill Haverty and Jim Coughlin as Assistant Wharfmasters to assist the Wharfmaster in performing the Wharfmaster's duties.
- Recommendation to appoint Victoria Matthews as Tree Warden to perform the duties described in the NVC Bylaws.
- Recommendation to grant and affirm the authority of Treasurer Gwendolyn Huntoon and President Janae Novotny to open any deposit account(s) in the names of the NVC; endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank; place orders with Bangor Savings Bank for petty cash, coin or currency drawn on the deposit account(s) of the NVC; and delegate or revoke the delegation of authority relating to all or some of the power(s) granted in this resolution to any person(s) who is a director, officer or employee of the NVC and to grant and affirm the authority of Overseer Victoria Matthews to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank.
- Current Warrant and Payment Policy* attached for information only. No changes currently proposed.
- Recommendation to approve the Certificate of the NVC President for the collection of 2026 NVC taxes.*
- Potential dates for an (all) overseer orientation meeting: Saturday, 9/27 at 9 a.m.; Sunday, 9/28 at 3:30 p.m., Saturday, October 4 at 9 a.m., Sunday, October 5 at 3:30 p.m.

Other actions and information

- Consideration of Trish Parker's offer to purchase for \$1,000 the 2010 Ford Crown Victoria that has served as the NVC police cruiser.

- o Recommendation to accept a donation of \$200 from the Samway family for library grounds maintenance.
 - o Library Director search.
- Treasurer's Report*
- Village Agent Report*
- Office Manager's Report*
- Governance Committee Report
 - o Outside counsel search.
 - o Recommendation to approve revisions to the NVC Zoning Ordinance.*
- Parks and Trees Committee/Tree Warden
 - o Request approval of the expenditure of \$600 to remove a tree at 625 Shore Road on the Shore/Bluff Footpath. Tree is dead with potential to fall on house.
 - o Request approval of monies to improve area in lower Bayside Park where new tree was planted and invasive growth removed. Recommendation is to remove roots of invasive plants, replace tree that has not thrived, cover area with black tarp to kill any remaining roots and plant new tree and grass next year.
- Safety
 - o Citizen concern regarding beach fires.*
- Utilities Committee Report
 - o Request approval to expend funds from the utilities budgets to connect the lab/water building and garage to the internet and install outside security cameras
- Town Liaison Report

Other Committee Reports/business (*as needed*)

Comments by members of the public

Adjourn

Warrants and Journal Entries: reminder to Board members to review and approve warrants and journal entries that were sent electronically for your review.

***Written materials submitted.**

- Draft August 10, 2025 Board meeting minutes
- 2025-2026 Board Meetings Schedule
- 2025-2026 Committee Appointments
- Warrant and Payment Policy for information only
- Certificate of the NVC President for 2026
- September 2025 Treasurer's Report
- September 2025 Village Agent Report
- September 2025 Office Manager Report
- Proposed revisions to the NVC Zoning Ordinance
- Citizen concern regarding beach fires

**Northport Village Corporation
Minutes of the Board of Overseers Meeting
Sunday, August 10, 2025**

Overseers, Officers and Staff present: Celine Bewsher; Fred Lincoln; Vicky Matthews; Kris Mix; Elaine Moss; Michael Tirrell; Jeffrey Wilt; President, Janae Novotny; Treasurer, Wendy Huntoon; Clerk, Maureen (Beanie) Einstein (via Zoom)

Public Comments

Beverly Crofoot - Regarding replacing stairs versus a ramp in Bayview Park.

Dan Webster (670) Shore Road - Objection to the "Ready To Use Sewer Fee".

Rachel Rosa (Auditorium Park) - Regarding new sign placement in Auditorium Park.

The Meeting was called to order at 8:05 a.m.

Approval of the Minutes of the July 13, 2025 Overseers Meeting

Janae N. asked if there were any questions/comments regarding the minutes of the July 13, 2025, Overseers meeting, which were distributed before the meeting.

Action: Kris M. made a motion, seconded by Jeffrey W., to approve the minutes of the July 13, 2025 meeting as written. Voted - Unanimous.

President's Report - Janae Novotny

Requested approval to dedicate the bench located on the Shady Grove Museum grounds to Joy and Rob Sherman.

Action: Fred L. made a motion, seconded by Elaine M. to approve dedicating the bench located on the Shady Grove Museum grounds to the Shermans. Voted - Unanimous.

Requested approval to restrict parking in Cradle Row next to the Museum for three hours, August 19th in the afternoon, for a community celebration to say "thank you" to the Sherman's.

Action: Kris M. made a motion, seconded by Elaine M., to restrict parking in Cradle Row August 19 to celebrate the Sherman's. Voted - Unanimous.

Annual Meeting Responsibilities

There will be a meeting with the Overseers at 5:30 before the Annual Meeting to take care of logistics, etc. Steve Kazilionis and Gordon Fuller will round up volunteers to bring 100 chairs from the Community Hall and 3 tables for set-up before the meeting. Judy Metcalf and Patti Wright will be at the registration table to check-in registered voters. Overseers were assigned Articles in the Annual Report for a brief summary of each Article and answer any questions from the residents. The Clerk will have name tags, ballots as needed, pens, etc.

Managing Zoom meetings to address “Zoom Bombing”, which has happened at two NVC meetings. Anyone wishing to receive the Zoom link for our meetings must contact the village office and provide their village address and email address to be added to a list of people who will receive Zoom links for NVC meetings.

Summer 2025 Donuts and Dialog - Received well with positive feedback.

Proposal from Steve Kazilionis (9 George Street) regarding speed and traffic calming techniques such as crosswalks and speed tables. Janae N., as Town Liaison, has talked to the Town of Northport and the Road Commissioner and will continue this discussion and explore options.

Request approval to authorize purchasing a \$200.00 Gift Certificate to “Aster & Rose” restaurant for Lee Woodward as a “thank you” for serving as Moderator at our Annual Meeting.

Action: Jeffrey W., made a motion, seconded by Vicki M., to authorize purchase of a \$200.00 Gift Certificate as a “thank you” to Lee Woodward. Voted – Unanimous.

Treasurer’s Report - Wendy Huntoon

Wendy H. referred the Overseers to her written report, with financial statements, circulated prior to the meeting.

Village Agent Report - Bill Paige

Bill P. referred the Overseers to his written report circulated prior to the meeting.

Persistent Water Leak - A “Water Leak Alert” was posted on the NVC Website and also on Dan Webster’s Baysidemaine.com. The village water leak persists. The NVC Water Department will work to isolate village’s water mains beginning Monday, August 18. This work will be conducted throughout the water distribution system, which may disrupt water flow to cottages. Bill P. encouraged everyone to be vigilant and call the NVC Office with any suspicious water flowing; because the ground has been so dry this summer it is hard to detect any leaks. So please call the office, and we will go to investigate.

Investigating a problem with the “Emergency Exit Light” in Community Hall which needs to remain on at all times.

Office Manager’s Report - Trish Parker

Trish P. referred the Overseers to her written report circulated before the meeting.

Requested a motion to purchase a new 48”-60” TV or monitor and a wall mount for the Community Hall Meeting Room not to exceed \$600. The current TV in the meeting room has “stopped talking” to the meeting room computer, according to Shannon Blaisdell, our IT person. We need to replace the TV/Monitor.

Action: Jeffrey W. made a motion, seconded by Elaine M., to approve the purchase of a new 48”-60” TV or Monitor and wall mount for the Community Hall Meeting Room not to exceed \$600. Voted – Unanimous.

Governance Committee - Elaine Moss

Plan for reconciliation of Zoning and Utility Ordinances through a joint working group. This working group will consist of members of both the Utility Trustees and the Governance Committee to reconcile the Utility Ordinance with the Zoning Ordinance.

Recommendation to purchase refrigerator magnets with a QR code that links to key information on fires/parking/trash that can be sent with the spring Utility bills or dropped off at each cottage. Cost would be approximately \$0.25-\$0.50; 300 magnets will need to be purchased.

Action: Jeffrey W. made a motion, seconded by Fred L., to approve the purchase of refrigerator magnets, not to exceed \$200.00. Voted – Unanimous.

Report on Nuisance and Resort Fee Discussions: The Committee is conducting research on existing nuisance ordinances in other communities. The Town of Northport is not interested in developing a nuisance ordinance. Discussion continues on “resort fees,” and the Committee agrees that they need to consult with an attorney regarding this matter.

Recommendation to remove the “no parking either side” signs in Auditorium Park in favor of “residents only” sign at the top of the street and consider an educational component on who can park in Auditorium Park. The deed to Auditorium Park grants to homeowners the right to park their automobile in the park. Parking in Auditorium Park is restricted to residents only. We need a sign “Auditorium Park Resident Parking Only.” Also, all parking is limited to above the walkway.

Action: Elaine M. made a motion, seconded by Jeffrey W. , that we remove the two signs in lower Auditorium Park that say, “No Parking on this side of the Street.”

Action: Elaine M. made a motion, seconded by Jeffrey W. , that NVC purchase a sign to be placed where Clinton enters Auditorium Park that reads “Auditorium Park Resident Parking Only.”

Voted on the above two motions – Unanimous.

Infrastructure Committee - Celine Bewsher

The Infrastructure “Donuts & Dialog” went well with good attendance, their input regarding the Bayview Park plans included: a suggestion that we retain a ramp, rather than the proposed stairs, to access the beach and that we provide for kayak storage. She recommends that we follow up with Will Gartley regarding the kayak storage question and continue to discuss with Will Gartley code requirements, esthetics, expense, etc. regarding the stairs recommendations and the public comments regarding a ramp. Janae N. will coordinate with James Kossuth to follow-up to continue this conversation.

Celine B. suggested the following timetable for the Bayview Park shoreline project: Town issues an RFP in the fall of 2025 and work begins in January 2026 with the landscaping portion complete by June 2026. She noted that Will Gartley needs to move into the permitting process for Auditorium Park and has contacted impacted property owners.

Celine also stated that storm drainage is an issue throughout Northport, and she encouraged more Baysiders to get involved with the Climate Resiliency Committee.

Janae N. recognized that Celine B. was leaving the Board of Overseers and assuming new responsibilities on the Northport School Board. She thanked Celine for her tireless and passionate work on the Northport Climate Resiliency Committee, and with the Town and Town Administrator to research and identify our climate resiliency needs and then research, identify and successfully seek grants to strengthen the village and town public shorelines – Bayview Park, Auditorium Park and Kelly Cove.

Utility Trustees - Jeffrey Wilt

Through the July reporting period there have been no exceedances. The plant is working well.

Following a public hearing (twice) on the proposal, the Utilities Committee recommends adoption of the proposed modification to Section 201.1 of the Utilities Ordinance:

All those owners of residences or property within the service area of the Northport Village Corporation Wastewater and Sewer System (the Sewer System”) shall pay the Sewer Service Charges of the Sewer System in accordance with the following Schedule of User Fees:

- A. Owners of residences with current active connections linked to existing structures shall timely pay as a User Fee the amount assessed as shown on the trimester billing for that residence.
 - a. A “current active connection” is one where there is a residence in existence connected to the sewer system and the connection has not been terminated due to nonpayment or uninhabitability of the residence.**
- B. Owners of real estate who have a permitted connection to their property but have not yet built their residence or whose residence has been deemed uninhabitable shall pay a Ready to Serve Fee equal to 25% of the base trimester rate charged as a User Fee for current active connections.
 - a. An owner of real estate who has received a permit to connect but has not yet connected and wishes to be relieved of the duty to pay the Sewer Service Charge may surrender their permit to connect. In that circumstance, the owner relinquishes their right to a connection and is not entitled to a new connection unless a new permit application, with applicable connection fees, is approved.**
- C. The Sewer System is limited to the treatment capacity and conditions under the 301(h) Waiver from the EPA.
 - a. No property owner is entitled to a connection simply because they own property within the service area of the Sewer System.”**

Action: Jeffrey W. made a motion, seconded by Elaine M., that the Overseers approve adoption of the proposed modification to Section 201.1 of the Utilities Ordinance as written above and as framed in the Agenda. Voted – Unanimous.

Parks & Trees Committee offered to do landscaping around the treatment plant. John Woolsey has offered to do a landscaping plan and will coordinate with Bill Paige, Utility Superintendent and revisit the issue with the Northport Code Enforcement, Toupie Rooney.

Tree Warden - Vicki Matthews

The resident at 38 Clinton had asked permission to remove a healthy tree that is on Village property at the end of her porch, because the roots are causing problems with her porch. Previously, the Overseers gave her permission to remove the tree. The resident has now asked the village to split the cost of removing the tree. The estimated cost for the removal of this tree is \$750.00. The Village does not remove healthy trees on Village property. The Overseers denied this request.

There is a tree on the Bluff Road/Shore Road trail that is dead. We are waiting for the arborist to give us an estimate for the removal of this tree.

Town Liaison - Janae Novotny

Janae reported that the Selectboard members and James Kossouth, the Town Administrator, had very positive comments about the "Why a village and a town?" Donuts and Dialog. The Town is working closely with other Waldo County towns on a multi-jurisdictional hazard mitigation plan, which is a prerequisite for some grant opportunities.

Safety Committee - Michael Tirrell

The lifeguard will be on duty Wednesday, Friday, Saturday and Sunday through August 29th. Michael T. will publish these days on the NVC website.

Other Business - Vicki Matthews

A second CPR class was held at the end of July with good attendance. The hope is to incorporate a First Aid Class with CPR certification next summer.

Public Comments

Doug Wolfire (4 Auditorium Park) suggested that the QR code include information about Northport and suggested that the parking sign say, "No parking below the tree line." Rachel Rosa (7 Auditorium Park) pointed out that for parking purposes, "owners" includes renters.

Adjournment

The meeting was adjourned at 9:40 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

Janae Novotny, President

Draft



Northport Village Corporation 2025-2026 Board of Overseers Meetings

All meetings are at 9:00 am on the second Sunday of the month, *except* in June, July, and August meetings are typically held at 8:00 am. Unless otherwise noticed, all meetings are held in the Brockway Meeting Room of the Community Hall, 813 Shore Road and virtually via Zoom. All meetings are open to the public. For further information, please contact the NVC office, 207-338-0751, office@nvcmaine.gov

Board meeting	Deadline for agenda materials submission
September 14, 2025	
October 12, 2025	October 7
November 9, 2025	November 4
December 14, 2025 <i>(Date for potential meeting. Traditionally, the Board does not always meet in December.)</i>	December 9
January 11, 2026	January 6
February 8, 2026	February 3
March 8, 2026 <i>(Daylight Saving Time begins.)</i>	March 3
April 12, 2026	April 7
May 10, 2026	May 5
June 14, 2026	June 9
July 12, 2026	July 6
August 9, 2026	August 4
NVC Annual Meeting is Tuesday, August 11, 2026: • pre-meeting for Overseers 5:30 pm • Annual Meeting 6:00 pm • swearing-in of newly elected official immediately follows the Annual Meeting	
September 13, 2026	September 8

2025-2026 Committees

Communications communications-committee@nvcmaine.gov Michael Tirrell, Overseer, Chair Diana Eastty, Overseer	Finance finance-committee@nvcmaine.gov Fred Lincoln, Overseer, Chair Wendy Huntoon, Treasurer Janae Novotny, President Bill Eastty, Community Representative Bill Cressey, Community Representative Don Webster, Community Representative
Governance governance-committee@nvcmaine.gov Elaine Moss, Overseer, Chair Jeffrey Wilt, Overseer Kristen Mix, Overseer Beverly Crofoot, Community Representative Dan Webster, Community Representative	Infrastructure infrastructure-committee@nvcmaine.gov Kris Mix, Overseer, Chair To be confirmed.
Parks and Trees parksandtrees-committee@nvcmaine.gov Victoria Matthews, Overseer, Chair, Tree Warden Lisa Fryer, Community Representative John Hoy, Community Representative John Woolsey, Community Representative Bette Woolsey, Community Representative Joe Reilly, Community Representative Alma Homola, Community Representative Shannon Blaisdell, Community Representative Don Webster, Community Representative Dee Gautschi, Community Representative	Personnel personnel-committee@nvcmaine.gov Janae Novotny, Overseer, Chair Wendy Huntoon, Treasurer Michael Tirrell, Overseer Jeffrey Wilt, Overseer
Safety safety-committee@nvcmaine.gov Michael Tirrell, Overseer, Chair To be confirmed.	Town Liaison Janae Novotny, President Jeffrey Wilt, Overseer, as alternate
Utilities	Waterfront

utilities-committee@nvcmaine.gov

Jeffrey Wilt, Overseer, Chair

Diana Eastty, Overseer

Fred Lincoln Overseer

Judy Metcalf, Community Representative

Casey Brown, Community Representative

David Crofoot, Member emeritus

waterfront-committee@nvcmaine.gov

Jeffery Wilt, Overseer, Chair

Kris Mix, Overseer

Craig Brigham, Wharfmaster

Jim Coughlin, Assistant Wharfmaster

Gordon Fuller, Assistant Wharfmaster

Bill Haverty, Assistant Wharfmaster

NORTHPORT VILLAGE CORPORATION

**813 Shore Road
Northport, Maine 04849**

**Phone: (207) 338-0751
Email: office@nvcmaine.org**

Warrant and Payment Policy

The Northport Village Corporation financial procedures require that all payments made by the Corporation must be listed on a warrant approved and signed by at least four Overseers. Each payment listed on the warrant will be supported by an invoice coded to the relevant accounting expense line, approved and signed by a member of the Invoice Approval Authority (see below).

As part of its normal business procedures, the Corporation needs to make recurring payments between overseer meetings, in order to meet its business obligations. In some cases such a payment is made before being included on a monthly warrant. In order to maintain appropriate levels of oversight, the following policy is in place.

The Corporation issues checks and/or approves standard and recurring payments within budget without the signing of a warrant in advance of the payment. When these payments are necessary, they will be listed for approval on the next warrant and will meet the documentation requirements.

Warrants may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Standard and recurring payments authorized under this warrant:

1. Employee wages and associated payroll expenses.
2. Invoice from Maine Municipal Employees Health Trust.
3. Utility bills, specifically power, telephone, internet and fuel oil within budget.
4. Credit Cards including Bangor Savings Visa and WEX gas card as used periodically.
5. Bond payments as budgeted.
6. Village tax overpayment refunds.
7. Payments for water purchased from the Belfast Water District.
8. Invoices submitted by Brown's Excavation.
9. Cost of emergency work as approved by the NVC President, supported by invoices signed by the President.
10. Payments made pursuant to a written contract between NVC and a vendor, for example, but not limited to, Pinkerton Disposal or Water Quality and Compliance Services of Maine.
11. Invoices submitted to the Utility Department for testing, chemicals or services necessary to maintain licenses, including for example, but not limited to, Northeast Laboratories, Inc. and Maine Department of Health and Human Services.

Invoice Approval **Authority:**

- Utility Superintendent or Distribution Operator in the absence of the Utility Superintendent– all applicable Utility expenses.
- Village Agent – expenses related to General Government operations within the scope of his responsibilities.
- Office Manager – operational and office related expenses, payroll or by the Treasurer or President in lieu an Office Manager.
- Treasurer – bond payments, any other payments approved by the Overseers in advance.
- President – emergency expenses as outlined in the NVC bylaws.

Special circumstances for December

If the Overseers do not meet in December, the Treasurer is authorized to release any payments that are due before the January Overseers meeting. These payments will be listed on a separate warrant to be approved by the Overseers at the first meeting of the following calendar year.

Approved – November 13, 2016

Amended and Approved - March 27, 2022

Amended and Approved - April 16, 2023



Certificate of Northport Village Corporation President

I, Janae Novotny, duly elected President of the Northport Village Corporation, do, pursuant to the terms of the Village Corporation Charter, hereby certify that the voters of the Village Corporation at its annual meeting on August 12, 2025, voted that the sum of \$509,823.00 be raised for the year of 2026 (Article 4) through Northport Village Corporation taxes.

Pursuant to the Northport Village Corporation Charter, the assessors for the Town of Northport are hereby requested at the time of the next annual assessment of the town and county taxes in Northport, to assess and collect \$509,823.00 on behalf of the Northport Village Corporation in accordance with the Village Charter and Laws of the State of Maine.

By: _____

Dated: _____

Janae Novotny, President
Northport Village Corporation

Attestation

I, Maureen Einstein, being duly elected Clerk of the Northport Village Corporation, do hereby attest that the above Certificate was signed by Janae Novotny, as President of the Northport Village Corporation and acting with the full authority therefore, in accordance with a vote at the annual meeting of the Corporation held on August 12, 2025, and in accordance with the provisions of the Northport Village Corporation Charter.

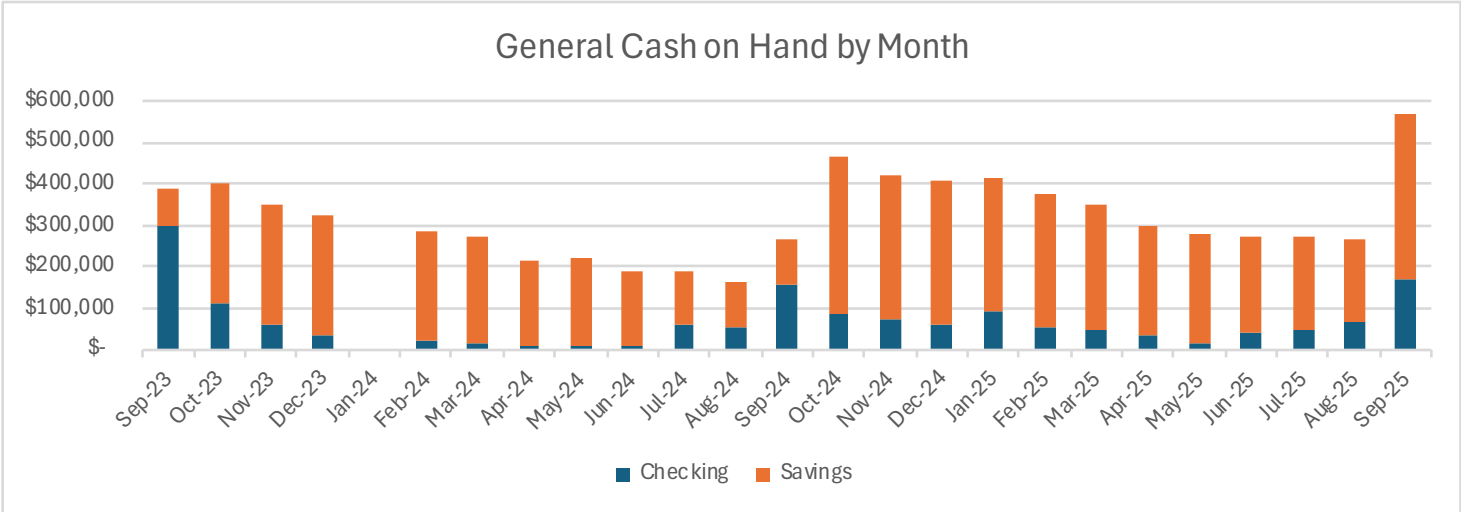
By: _____

Dated: _____

Maureen Einstein, Clerk
Northport Village Corporation

Treasurer's Report
09/14/2025

- Warrants, Financial Reports, Bank Statements
 - Provided by Office Manager:
 - August Warrants, 2025 Budget vs Actuals and current Journal Entry Reports
 - Bank Statement – available in the office after the 15th.
- Annual Meeting
 - Draft 2024 financial statements were reviewed prior to the Annual meeting in order to provide estimates on the General reserves pending the final 2024 audit.
- 2024 Audit
 - Utilities section of the Audit's Management Discussion and Analysis section completed and provided to the Auditors who will then finalize the 2024 Financial statements.
 - JE have been provided to the accountant to be entered into the General Ledger.
 - Once the JE have been entered, the final 2024 statement of activity, statement of financial position and budget vs actual reports will be generated and available on NVC's website.
- Cash On Hand
 - General Cash on Hand by Month graph shows the historical trend of cash on hand for General.
 - Majority of General's revenue is received in September and October reflecting the yearly tax collection.



**Northport Village Corporation
Village Agent Report
September 14, 2025 Board of Overseers Meeting**

Recent activities

- In the process of getting estimates for digging up roots at the round circle at Bayview Park where the tree that was planted a few years ago that is dying. The Committee's plan is to dig it all out, put down black plastic material for a year and then proceed to plant a new tree and grass in the future. I suggest a similar plan for the small area in lower Bayview Park that is overgrown with Japanese Knotweed.
- Worked with our Lifeguard, Danielle Hicock, on closing down the Lifeguard service for the season. Her last day of work was August 29th, 2025. Thanked her for her dedicated work this year. She advised me that she did not think she would be able to come back next year, due to her college commitments, but she would talk with some of her friends and people she knows to get in touch with us if they are interested in possibly Lifeguarding for NVC in 2026.
- I would like to thank Walter Hickman and Steve Kazilionis for their dedicated and devoted project of fixing the speed sign at the Community Hall location.

Wharf and floats

- Wharf: Dallas Fields Dive Service completed the major brace work on the wharf, but I have been unable to confirm finishing the piling repairs (a small, nuisance job for most contractors). Scott Munroe is looking into ways to implement the marine engineer's recommendation to paint the fender pilings to protect the fiberglass. This is not a structural issue. The fender pilings fend off objects in the water from hitting structural elements of the dock. Someone removed a bolt that secured a piling and left the bolt on the deck and the piling leaning. The current fix is temporary, and Scott is also looking into repairing that.
- Floats: The Lifeguard called me to the Boat Float in the late August. There was a problem, there seemed to be a large board protruding out from under the float on the side of the float where the boats come and go. Upon my arrival and inspection, it appeared to me that she was seeing the skids that are the bottom of the float, that allows us to drag it up and down the beach, were out of place. Art Hall came to help and together we tried to move it out of the way, using a rope and a dinghy. We were able to remove it, so it was no longer a hazard. It will be something we will have to deal with and repair when we take it out of the water a bit later in the fall.
- As a reminder, all boats have to be off the boat float by the end of day, October 13th, 2025, in preparation of the floats to begin to come out of the water on October 14th for the 2025 season. If there are any unforeseen storms between now and then, this could result in an earlier removal of the floats.

Utilities

- I still have 1 more new water service to be installed on Bluff Rd. As of today, we have installed 6 new water customers in service.

- Fixing water service/connections and reconfiguring required plumbing and meter set up in several cottages' remodels have been completed.
- Fixed several small water leaks. In the process of fixing a slightly bigger water leak. There is an old seasonal water line that needs to be replaced. Working on getting an estimate to get these summer water services replaced and brought up to date to try and avoid these small inconvenient water leaks.
- Worked on the ongoing water leak that has been elusive. At one point while looking for the leak, we had people from Houlton with RCAP, from Portland with RCAP, from Water Quality in Wiscasset, 2 people from EJ Prescott Co, showing us leak detection equipment, and another leak detection company from Boston, MA that brought his equipment as well to try and find the leak. Spent a lot of time looking for this elusive leak – it's like looking for a needle in a haystack.
- Sewer maintenance work and Dig Safe requests are still ongoing.
- Worked with plumber and excavation contractor several different times on a sewer lateral to a house that has not been used in several years. The Sewer lateral had to be brought up to code.
- Worked on a sewer lateral with a contractor and an excavator contractor on a sewer lateral for another house that needed to be replaced and brought up to code since it hadn't been used in several years.
- Worked with excavation contractor at the NVC Treatment Plant to raise all the sewer covers up to ground level. There are 32 sewer covers in all. They are now all accessible for sewage pump outs and cleanings.
- Working on 4 Sewer applications and 4 water applications for new services.

Roads

- We have completed the planned Pleasant Street project. Everything looks good.
- We completed the Ruggles Park project near the kayak area that had been planned. It worked well in the recent downpour.
- We started the project that was planned for the center street in Ruggles Park, but it has been put on hold as of this time, due to the severity of the drought in our area.
- The Town of Northport is going to grind and pave the entire length of Broadway, from Bay St. to Bayside Rd. I also met with the paving contractor in going over the raising of sewer and water risers on Broadway. This project is now nearing a start time.
- Property owner complaints about water runoff from village roads: Whenever I have an opportunity, I advise property owners building new structures or doing major remodels to build their foundations higher than the crest of the road grade to avoid flooding. Property owners who ignore this advice then complain that runoff from the road floods their property and they want the village to do something about it.

Miscellaneous

- I continue to talk or meet with Town Administrator James Kossuth on a regular basis about items that impact the village.

- The Town of Northport is having a “Northportpalooza” community event with the Northport Fire Dept, which will sponsor a “Touch a Truck,” and other community groups. The purpose of the event is to raise awareness about the new community center and town hall. There will be games, music, an ice cream truck and other activities. This will be on Sunday, September 21st from 2-4pm at the Northport Town Office.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village, and deal with various villagers with issues they want addressed.
- My cell phone is also my personal phone. **If you have my number, do not give it out to anyone. The Village office phone is the right number to use for Village business.**

Village project/needs with future budget implications

- Sander: We are planning to replace sander in 3 years.
- Community Hall: We are missing some of our wood/metal tables and a couple of plastic tables have been “donated.” Our tables are really showing age and wear and need to be replaced.
- MMA Risk Management recommendations: I am still getting estimates and scheduling work that can be accommodated in the current budget.
- Roads/storm drainage: Area in front of mailboxes at Merithew Square to North Ave and down North Ave to the new hot top needs to be hot-topped, and another storm added. The project needs to be engineered to decide how to handle storm runoff. Lower Clinton Avenue from Merithew Square down needs curbing or storm drain to handle water that is currently washing out the embankment at the bottom of the street.

Submitted by
William Paige, Village Agent



Office Manager's Report
September 14, 2025
For August 2025

As of September 5th, we registered 39 Dinghies and 88 Kayaks, which realized an income total of \$4410.00 for the 2025 season. This is 3 less Dinghies and 1 more Kayak than were registered last year (2024).

I am happy to report that the NVC Office is operating very smoothly. The procedures and policies have been put into place and are working very well. Google Suites/Drive have been organized, and this has made finding information and records extremely easy. I am constantly adding and updating information. I have been continuing to reorganize some of the physical aspects of the office space, to be more efficient. There is also a plan to clean and paint the room that was the former Police Office and turn it into a file storage room, to house all the NVC files that are under the stage upstairs.

The Community Hall events have wound down for the season and all have appeared to be a success!

Reminder: Utility bills went out on July 21st and as of September 1st, disconnection notices have gone out, with the disconnection date of September 22nd. If anyone has questions about their bill, they are welcome to call the NVC Office and I will be happy to assist you. You can make a credit card payment with me over the phone or use these links to pay with a credit card:

For Sewer Payments: <https://apps1.web.maine.gov/cgi-bin/ePayment/online/disclaimer?sid=2230>

For Water payments: <https://apps1.web.maine.gov/cgi-bin/ePayment/online/disclaimer?sid=2232>

There is a 2.5% fee to use the credit card service. This fee goes directly to the card servicer, NVC does not collect or control this fee.

A reminder that the office also accepts checks - but we do not accept cash.

Trish Parker

Office Manager

Northport Village Corporation

Attached to this report:

Bank Account balances printout

Budget vs Actual Reports for each Department

AS OF SEPTEMBER 8, 2025

[General Gov't Checking *2618](#)

Available Balance**\$171,893.68

Wastewater Checking *2620

Available Balance**\$59,809.08

Water Checking *3143

Available Balance**\$24,977.67

BUSINESS COMPLETE *9504

Available Balance**\$1,000.00

BUSINESS COMPLETE *1771

Available Balance**\$12,684.49

General Gov't Money Market *4006

Available Balance**\$11,732.25

Interest \$41.06

Wastewater Sav - ICS B *4739

Available Balance**\$51,453.07

Interest \$161.34

Water Sav - ICS B *4747

Available Balance**\$141,950.73

Interest \$455.21

General Gov't Sav - ICS B *9857

Available Balance**\$394,243.00

Interest \$624.24

Total Deposit Accounts\$869,743.97

Northport Village Corporation - General

2025 General Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 General Government Revenue			
4200 General Operating Revenue			
4216 2025 RE Tax Revenue		509,727.00	
4220 Town of Northport Revenue	33,000.00	30,000.00	110.00 %
4240 Watercraft Registration Revenue	3,860.00	3,770.00	102.39 %
Total 4200 General Operating Revenue	36,860.00	543,497.00	6.78 %
4300 General Non-operating Revenue			
4310 Interest Income	8,203.02	4,000.00	205.08 %
4320 Community Hall Rentals	950.00	750.00	126.67 %
4340 Miscellaneous Revenue	1,934.50		
Total 4300 General Non-operating Revenue	11,087.52	4,750.00	233.42 %
Total 4100 General Government Revenue	47,947.52	548,247.00	8.75 %
Total Revenue	\$47,947.52	\$548,247.00	8.75 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor	287.00		
6020 Contracted Services			
6021 Mowing and Trimming Service	5,371.43	12,550.00	42.80 %
6022 Trash Collection	14,000.00	24,000.00	58.33 %
Total 6020 Contracted Services	19,371.43	36,550.00	53.00 %
6036 Bookkeeping	6,244.10	8,840.00	70.63 %
Total 6000 1099 Contractors	25,902.53	45,390.00	57.07 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	627.14	2,000.00	31.36 %
Total 6051 Auto Fuel Expense	627.14	3,600.00	17.42 %
6055 Auto Repairs & Maintenance			
6056 Cruiser Maintenance		3,520.00	
6057 Truck Maintenance	9,100.80	4,000.00	227.52 %
Total 6055 Auto Repairs & Maintenance	9,100.80	7,520.00	121.02 %
6059 Accrue for Truck Replacement		16,350.00	
Total 6050 Auto Expenses	9,727.94	27,470.00	35.41 %
6065 Community Events		600.00	
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	641.93	4,000.00	16.05 %
6077 Income Protection Plan	437.60	700.00	62.51 %
Total 6075 Employee Benefits	1,079.53	4,700.00	22.97 %
6080 Employees Salaries & Wages			

Northport Village Corporation - General

2025 General Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6083 Lifeguard Wages	4,927.78	11,200.00	44.00 %
6084 Office Personnel Wages	13,175.95	18,033.00	73.07 %
6084.50 Finance Manager	107.10	7,947.50	1.35 %
6085 Police Wages		10,100.00	
6088 Village Agent Wages	23,660.40	32,450.00	72.91 %
6088.50 Village Agent Assistant	1,593.75	5,200.00	30.65 %
6089 Village Official Wages		650.00	
6090 Winter Road Wages	6,355.21	10,140.00	62.67 %
Total 6080 Employees Salaries & Wages	49,820.19	95,720.50	52.05 %
6095 Payroll Processing Fees	817.50	2,200.00	37.16 %
6096 Payroll Tax Expense	4,318.23	6,800.00	63.50 %
Total 6070 Employee Wages & Benefits	56,035.45	109,420.50	51.21 %
6150 Information & Notices	312.16	3,250.00	9.60 %
6160 Insurance			
6161 Property & Casualty Insurance	2,714.78	6,250.00	43.44 %
6162 Workers Comp insurance	-643.00	5,500.00	-11.69 %
Total 6160 Insurance	2,071.78	11,750.00	17.63 %
6190 Legal & Professional Services	2,040.50		
6191 Auditing Services	16,684.38	9,000.00	185.38 %
6192 Engineering Fees	2,000.20	10,000.00	20.00 %
6193 Legal Fees		10,000.00	
Total 6190 Legal & Professional Services	20,725.08	29,000.00	71.47 %
6240 Membership Dues	241.40	750.00	32.19 %
6260 Office Supplies	1,112.00	5,000.00	22.24 %
6285 Postage	123.58	500.00	24.72 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	3,182.42	8,000.00	39.78 %
6332 Cleaning	535.50	2,000.00	26.78 %
6333 Grounds General Maintenance	750.00	18,000.00	4.17 %
6334 Road Maintenance	14,199.03	51,850.00	27.38 %
6336 Tree Maintenance	1,225.00	10,800.00	11.34 %
6337 Wharf & Floats Maintenance	4,571.75	41,000.00	11.15 %
6342 General Repairs & Maintenance		4,100.00	
6343 Library Operations & Maintenance		500.00	
Total 6330 Repairs & Maintenance	24,463.70	136,250.00	17.96 %
6344 Safety Committee Operations		150.00	
6345 Software	1,442.95	5,000.00	28.86 %
6360 Tax Collection Fees	11,603.90	10,100.00	114.89 %
6370 Training			
6371 Police Training		500.00	
Total 6370 Training		500.00	
6390 Uniforms, Equipment, & Supplies	94.55		

Northport Village Corporation - General

2025 General Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6391 Lifeguard - Uniforms, Equipment, & Supplies	518.32	750.00	69.11 %
6392 Police - Uniforms, Equipment, & Supplies	156.00	1,000.00	15.60 %
Total 6390 Uniforms, Equipment, & Supplies	768.87	1,750.00	43.94 %
6400 Utilities			
6401 Electricity Expense	739.37	1,200.00	61.61 %
6402 Oil/Propane	562.06	1,000.00	56.21 %
6403 Fire Remediation	4,285.68	6,429.00	66.66 %
6405 Street Lights	4,197.52	8,000.00	52.47 %
6406 Telephone & Internet Expenses	1,063.44	600.00	177.24 %
6407 Water & Sewer	2,407.44	3,200.00	75.23 %
Total 6400 Utilities	13,255.51	20,429.00	64.89 %
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal		6,067.08	
6817 2013 MMBB Refinance Bond Interest	1,365.66	1,365.66	100.00 %
6818 2015 BHBT Bond Principal		21,664.31	
6819 2015 BHBT Bond Interest		428.46	
6820 2021 MMBB Bond Principal		45,019.90	
6821 2021 MMBB Bond Interest	19,007.43	38,014.86	50.00 %
Total 6800 Bond Expenses	20,373.09	112,560.27	18.10 %
Total Expenditures	\$188,159.94	\$519,869.77	36.19 %
NET OPERATING REVENUE	\$ -140,212.42	\$28,377.23	-494.10 %
Other Expenditures			
7100 Contingency Expenses		28,377.23	
Total Other Expenditures	\$0.00	\$28,377.23	0.00%
NET OTHER REVENUE	\$0.00	\$ -28,377.23	0.00 %
NET REVENUE	\$ -140,212.42	\$0.00	0.00%

NVC- WATER

2025 Water Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 Water Revenue			
4200 Water Operating Revenue			
4210 Water Sales	140,042.36	161,000.00	86.98 %
4220 Rate Increase		42,665.00	
4230 Water Service Fee Revenue	600.00	8,000.00	7.50 %
4240 Hydrant Rental Revenue		6,279.00	
Total 4200 Water Operating Revenue	140,642.36	217,944.00	64.53 %
4300 Water Non-operating Revenue			
4310 Interest Income	3,488.79	3,000.00	116.29 %
4320 Interest on Loan Receivable Sewer		2,798.32	
4340 Miscellaneous Revenue	313.16		
Total 4300 Water Non-operating Revenue	3,801.95	5,798.32	65.57 %
Total 4100 Water Revenue	144,444.31	223,742.32	64.56 %
Total Revenue	\$144,444.31	\$223,742.32	64.56 %
Cost of Goods Sold			
5000 Cost of Goods Sold			
5100 Water Purchases	13,895.89	31,590.00	43.99 %
Total 5000 Cost of Goods Sold	13,895.89	31,590.00	43.99 %
Total Cost of Goods Sold	\$13,895.89	\$31,590.00	43.99 %
GROSS PROFIT	\$130,548.42	\$192,152.32	67.94 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	6,060.45	8,840.00	68.56 %
6047 Water Utilities Superintendent	11,833.22	19,540.00	60.56 %
Total 6000 1099 Contractors	17,893.67	31,380.00	57.02 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	327.22	1,000.00	32.72 %
Total 6051 Auto Fuel Expense	327.22	1,000.00	32.72 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	138.40	1,000.00	13.84 %
Total 6055 Auto Repairs & Maintenance	138.40	1,000.00	13.84 %
Total 6050 Auto Expenses	465.62	2,000.00	23.28 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	622.24	4,000.00	15.56 %
6077 Income Protection Plan	424.73	1,000.00	42.47 %
Total 6075 Employee Benefits	1,046.97	5,000.00	20.94 %
6080 Employees Salaries & Wages			

NVC- WATER

2025 Water Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6082 Distribution Officer Wages	21,176.76	40,000.00	52.94 %
6082.5 Assistant DO Wages	325.00	7,500.00	4.33 %
6084 Office Personnel Wages	12,788.43	18,100.00	70.65 %
6084.50 Finance Manager	103.95	5,148.00	2.02 %
6087 Utility Billing Wages	2,603.52	5,000.00	52.07 %
Total 6080 Employees Salaries & Wages	36,997.66	75,748.00	48.84 %
6095 Payroll Processing Fees	408.75	1,100.00	37.16 %
6096 Payroll Tax Expense	2,980.71	5,415.00	55.05 %
Total 6070 Employee Wages & Benefits	41,434.09	87,263.00	47.48 %
6150 Information & Notices	128.88		
6160 Insurance Paid			
6161 Property & Casualty Insurance	574.11	1,650.00	34.79 %
6162 Workers Comp Insurance		1,000.00	
Total 6160 Insurance Paid	574.11	2,650.00	21.66 %
6190 Legal & Professional Services			
6191 Auditing Services	18,834.15	11,000.00	171.22 %
Total 6190 Legal & Professional Services	18,834.15	11,000.00	171.22 %
6210 Licenses, Permits, & Fees		1,800.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	1,233.45	1,700.00	72.56 %
6285 Postage	310.36	1,500.00	20.69 %
6305 Regulatory Fees	1,125.00	900.00	125.00 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	201.96	500.00	40.39 %
6332 Cleaning	519.75	850.00	61.15 %
6342 General Repairs & Maintenance	3,851.02	5,000.00	77.02 %
Total 6330 Repairs & Maintenance	4,572.73	6,350.00	72.01 %
6345 Software	2,613.62	5,000.00	52.27 %
6350 Supplies	2,491.78	5,000.00	49.84 %
6400 Utilities			
6401 Electricity Expense	3,423.87	4,000.00	85.60 %
6402 Oil/Propane	545.53	600.00	90.92 %
6406 Telephone & Internet Expenses	352.80	600.00	58.80 %
6407 Water & Sewer	1,022.06	1,200.00	85.17 %
Total 6400 Utilities	5,344.26	6,400.00	83.50 %
6500 Water Testing	205.00	800.00	25.63 %
6700 Reserve Accrual - Loan from Sewer Interest		2,798.32	
6800 Bond Expenses			
6816 2013 MMBB Refinance Bond Principal		22,245.97	
6817 2013 MMBB Refinance Bond Interest	5,007.44	5,007.44	100.00 %
Total 6800 Bond Expenses	5,007.44	27,253.41	18.37 %
Total Expenditures	\$102,468.46	\$194,094.73	52.79 %

NVC- WATER

2025 Water Budget vs Actual Jan-July

January - December 2025

	ACTUAL	TOTAL	
		BUDGET	% OF BUDGET
NET OPERATING REVENUE	\$28,079.96	\$ -1,942.41	-1,445.62 %
Other Expenditures			
7100 Contingency Expenses		5,911.00	
Total Other Expenditures	\$0.00	\$5,911.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -5,911.00	0.00 %
NET REVENUE	\$28,079.96	\$ -7,853.41	-357.55 %

NVC- Sewer

2025 Sewer Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees	215,086.00	316,050.00	68.05 %
Total 4400 Sewer Operating Revenue	215,086.00	316,050.00	68.05 %
4600 Sewer Non-operating Revenue			
4610 Interest Income	1,804.33	2,000.00	90.22 %
4620 Grants	4,812.92	45,000.00	10.70 %
4630 Miscellaneous Revenue	80.00		
Total 4600 Sewer Non-operating Revenue	6,697.25	47,000.00	14.25 %
Total 4000 Revenue	221,783.25	363,050.00	61.09 %
Total Revenue	\$221,783.25	\$363,050.00	61.09 %
GROSS PROFIT	\$221,783.25	\$363,050.00	61.09 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		2,000.00	
6036 Bookkeeping	6,060.45	8,840.00	68.56 %
6047 Sewer Utilities Superintendent	18,179.36	28,060.00	64.79 %
Total 6000 1099 Contractors	24,239.81	38,900.00	62.31 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	327.21	1,000.00	32.72 %
Total 6051 Auto Fuel Expense	327.21	1,000.00	32.72 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	97.49	1,000.00	9.75 %
Total 6055 Auto Repairs & Maintenance	97.49	1,000.00	9.75 %
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	424.70	4,000.00	10.62 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	803.94	4,000.00	20.10 %
6077 Income Protection Plan	726.28	1,508.00	48.16 %
Total 6075 Employee Benefits	1,530.22	5,508.00	27.78 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	9,074.60	10,400.00	87.26 %
6081.5 Assistant CSO	312.50	5,000.00	6.25 %
6084 Office Personnel Wages	12,788.42	18,100.00	70.65 %
6084.5 Finance Manager	103.95	5,150.00	2.02 %
6086 Treatment Plant Operator	21,433.22	34,500.00	62.13 %
6087 Utility Billing Wages	2,603.56	5,000.00	52.07 %
Total 6080 Employees Salaries & Wages	46,316.25	78,150.00	59.27 %

NVC- Sewer
2025 Sewer Budget vs Actual Jan-July
January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6095 Payroll Processing Fees	408.75	1,100.00	37.16 %
6096 Payroll Tax Expense	3,973.73	6,370.00	62.38 %
Total 6070 Employee Wages & Benefits	52,228.95	91,128.00	57.31 %
6160 Insurance Paid			
6161 Property & Casualty Insurance	1,749.61	2,500.00	69.98 %
6162 Workers Comp Insurance		1,300.00	
Total 6160 Insurance Paid	1,749.61	3,800.00	46.04 %
6170 Interest	1,264.38		
6190 Legal & Professional Services			
6191 Auditing Services	17,290.93	9,000.00	192.12 %
6192 Engineering Fees	9,625.85	45,000.00	21.39 %
Total 6190 Legal & Professional Services	26,916.78	54,000.00	49.85 %
6210 Licenses, Permits, & Fees		2,500.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	1,210.71	1,700.00	71.22 %
6285 Postage	310.35	1,500.00	20.69 %
6305 Regulatory Fees	1,293.84	1,500.00	86.26 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	201.96	500.00	40.39 %
6332 Cleaning	519.75	850.00	61.15 %
6335 Sludge Removal	32,610.00	50,000.00	65.22 %
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	15,367.44	17,000.00	90.40 %
Total 6330 Repairs & Maintenance	48,699.15	70,850.00	68.74 %
6345 Software	1,363.51	5,000.00	27.27 %
6350 Supplies & Chemicals	6,555.50	12,000.00	54.63 %
6400 Utilities			
6401 Electricity Expense	3,017.72	5,300.00	56.94 %
6402 Oil	545.53	600.00	90.92 %
6403 Hydrant Rental	99.67	150.00	66.45 %
6404 Propane		500.00	
6406 Telephone & Internet Expenses	352.80	1,200.00	29.40 %
6407 Water & Sewer	1,022.06	1,600.00	63.88 %
Total 6400 Utilities	5,037.78	9,350.00	53.88 %
6500 Water Testing	3,655.25	7,600.00	48.10 %
6800 Bond Expenses			
6810 2008 MMBB Bond Principal		6,658.32	
6811 2008 MMBB Bond Interest	534.20	534.20	100.00 %
6814 2012 MMBB Refinance Bond Principal	5,473.12	5,473.12	100.00 %
6815 2012 MMBB Refinance Bond Interest	2,039.88	2,039.88	100.00 %
6816 2013 BHBT Bond Principal		12,134.16	
6817 2013 BHBT Bond Interest	2,731.33	2,731.33	100.00 %

NVC- Sewer

2025 Sewer Budget vs Actual Jan-July

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6821 Loan Payment to Water - Principal		18,037.84	
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	10,778.53	50,407.17	21.38 %
Total Expenditures	\$185,963.15	\$354,535.17	52.45 %
NET OPERATING REVENUE	\$35,820.10	\$8,514.83	420.68 %
Other Expenditures			
7100 Contingency Expenses		4,054.00	
7300 Sewer Reserve Fund		7,200.00	
Total Other Expenditures	\$0.00	\$11,254.00	0.00%
NET OTHER REVENUE	\$0.00	\$ -11,254.00	0.00 %
NET REVENUE	\$35,820.10	\$ -2,739.17	-1,307.70 %

ZONING ORDINANCE OF THE NORTHPORT VILLAGE CORPORATION

Amended: August 20, 2000
Amended: November, 2005
Amended: January 13, 2019
Amended: August 14, 2022
Amended: June 11, 2023
Amended: September 14, 2025

Preamble

Bayside, as the Northport Village Corporation is commonly called, has had a tradition of moderate land use regulations since its beginning. At first, through the vehicle of perpetual leases issued by the Northport Wesleyan Grove Campground, the manner of construction, use, and nature of occupation was directed by overarching and uniting goals of the community. From its beginning in 1915, the Northport Village Corporation was empowered by the State of Maine legislature to develop rules and ordinances to govern the use of the parks, waterfront, utilities, and the cottage lots within its geographic limits.

These controls were expressed in Bayside's first zoning ordinance, adopted in the late 1950s. The ordinance was rewritten in its entirety in August, 2000. The Ordinance here reflects the changes that have been recommended by the citizens and Board of Overseers as developed over a series of public workshops and meetings in 2022.

The Bayside citizens' desire to have a uniform and unified set of rules for the development of the Village and for the good of the community has been a constant guide throughout the history of Bayside. The character, architectural integrity, and verdant beauty of this unique Village are all recognized by Baysiders as worthy of stewardship through moderate land use control. The Board of Overseers may appoint a design review advisory committee or provide other resources to, at the request of a property owner, provide exterior design guidance to applicants planning to construct or renovate a Structure in the Bayside Historic District, to encourage retaining fidelity to the historical character of the Village.

Baysiders created this ordinance, but, because of the manner in which state law is written, the Town of Northport's Code Enforcement Officer enforces it. For that reason, this ordinance seeks to be clear in its expression of its goals and the obligations it imposes on the community members and the Code Enforcement Officer.

ZONING ORDINANCE OF THE NORTHPORT VILLAGE CORPORATION

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1. GENERAL

1.1. Short Title

This Ordinance shall be known and may be cited as the Zoning Ordinance of the Northport Village Corporation, Northport, Maine (“Bayside”) and will be referred to herein as this Ordinance.

1.2. Purpose

- 1.2.1. To promote the public health, safety, convenience, comfort, aesthetics, prosperity and general welfare of Bayside and its inhabitants.
- 1.2.2. To protect the character and maintain the stability of the several herein described Districts that comprise the Northport Village Corporation, and to encourage land use development consistent with the established character of Bayside.
- 1.2.3. To encourage safety from fire, explosion, noxious fumes and other such hazards, and to segregate and control nuisance producing uses.
- 1.2.4. To prevent and control water pollution, to protect spawning grounds and habitats of fish, aquatic life, birds and other wildlife, to conserve shore cover, visual and points of access to inland, and to preserve coastal waters and natural beauty.
- 1.2.5. To establish districts of such number, area and designation as are deemed best suited to carry out the purpose of this Ordinance.
- 1.2.6. To establish performance standards and to define the powers and duties of the administrative officers and bodies, as provided hereinafter.

1.3. Authority

This ordinance has been prepared in accordance with the provisions of Title 30-A M.R.S.A. (Maine Revised Statutes Annotated) Section 3001, et seq. and the Charter of the Northport Village Corporation, Private and Special Laws 1915, ch. 136, as amended by P & S L., 1919, ch. 46 and P & S L., 1957, ch. 155. The Town of Northport duly adopted its comprehensive plan in May, 2000 and Bayside, therefore, in accordance with its land use authority, has the power and authority to adopt land use regulations consistent with that comprehensive plan. 30-A M.R.S.A. §6303.

ZONING ORDINANCE OF THE NORTHPORT VILLAGE CORPORATION**1.4. Availability**

A copy of this Ordinance shall be filed with Bayside's Village Office and shall be accessible to any member of the public. Copies shall be made available to the public at reasonable cost at the expense of the person making the request. Notice of the availability of this Ordinance shall be posted.

1.5. Validity and Severability

Should any section or provision of this Ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

1.6. Conflict with Other Ordinances, Laws and Regulations

This Ordinance shall not repeal, annul, or in any way impair or remove the necessity of compliance with any other rule, regulation, by-law, permit or provision of law. Where this Ordinance imposes a greater restriction upon the use of land, Buildings, or Structures, the more restrictive provision shall control, unless state law provides otherwise.

1.7. Shoreland Zoning Ordinance

The Town of Northport Shoreland Zoning Ordinance, originally adopted on June 29, 1992, together with any amendments thereto, applies within the territorial limits of the Northport Village Corporation only to the extent that land within Bayside lies within the Town's Shoreland Zone.

1.8. Amendment

1.8.1. An amendment of this Ordinance may be initiated by:

1.8.1.1. vote of the Board of Overseers; or

1.8.1.2. Written petition of 25 registered voters of the Northport Village Corporation.

1.8.2. An amendment of this Ordinance may be adopted by:

1.8.2.1. two-thirds vote of the Board of Overseers; or

1.8.2.2. majority vote of the registered voters at an annual meeting of Bayside.

1.8.3. In either case, the Northport Village Corporation shall hold a public hearing in accordance with the requirements of 30-A M.R.S.A. §4352(9) and provide notice of said public hearing posted in accordance and simultaneous with the notice requirement by 30-A M.R.S.A. §4352(9).

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1.8.4. No proposed change in this Ordinance which has been unfavorably acted upon by the Board of Overseers shall be considered on its merits by the Board of Overseers within two years of the date of such unfavorable action unless the adoption of the proposed change is recommended by a two-thirds vote of the registered voters of the Northport Village Corporation present at the annual meeting.

1.9. Effective Date

The effective date of this Ordinance shall be the date of adoption.

2. CONSTRUCTION OF LANGUAGE AND DEFINITIONS

2.1. Construction of Language

In this Ordinance, certain terms or words shall be interpreted as follows:

The word “person” indicates a firm, association, organization, partnership, trust, company or corporation as well as an individual; the present tense includes the future tense, the singular number includes the plural, and the plural includes the singular; the word “shall” is mandatory, and the word “may” is permissive; the words “used” or “occupied” shall include the words “intended”, “designed”, or “arranged to be used or occupied”, the word “building” includes the word “structure”, and the word “dwelling” includes the word “residence”, the word “lot” includes the words “plot” or “parcel”. In the case of any difference of meaning or implication between the text of this Ordinance and any map or illustration, the text shall control.

Terms not defined shall have the meaning stated in Merriam-Webster's Collegiate Dictionary (latest edition).

2.2. Definitions

For the purpose of interpreting this Ordinance, the following words, phrases and terms shall have the meaning given therein.

Accessory Dwelling Unit: A self-contained Dwelling Unit located within, attached to,

or detached from a single-family Dwelling Unit located on the same Lot.

Accessory Structure: Collectively, Permitted Use Accessory Structures and Conditional Use Accessory Structures.

Bayside Historic District: That certain high-density residential area located in or near the central part of Bayside that was designated/registered by the Maine State and Federal Historic Preservation Commissions on the National Register of Historic Places, December 30, 1996. The Bayside Historic District has been designated a National

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Historic District. The Bayside Historic District boundaries are indicated on **Exhibit B**, attached hereto. This area was formerly known as the Northport Wesleyan Grove Campground.

Bed and Breakfast: An owner-occupied Dwelling in which no more than five rooms for sleeping accommodations are made available for a fee to transient guests. A morning meal (but no others) may be provided to said guests. See Section 6.15.

Billboard: A Structure, either freestanding or attached to a Building, the surface of which is available for hire for advertising purposes. See Section 6.10.

Building: A Structure of any kind for the support, shelter or enclosure of persons, animals, goods or property, including Accessory Structures.

Campground: Any area or tract of land to accommodate two (2) or more parties in temporary living quarters, including, but not limited to tents, recreational vehicles or other shelters.

Code Enforcement Officer: A person appointed by the Town of Northport to administer and enforce this Ordinance. Reference to the Code Enforcement Officer may be construed to include building inspector, plumbing inspector, electrical inspector and the like, where applicable.

Conditional Use: A use permitted only after review and approval of the Zoning Board of Appeals. A Conditional Use is a use that would not be permitted without restriction but which, if controlled under the provisions of this Ordinance, would promote the purposes of this Ordinance. Such use may be permitted if specific provision of such Conditional Use is made in this Ordinance or such use is approved by the Zoning Board of Appeals.

Conditional Use Accessory Structure: A Structure customarily incidental and subordinate to the Principal Use or Principal Structure but which is not a Permitted Use Accessory Structure. A Conditional Use Accessory Structure includes, but is not limited to, chicken houses or Structures for domestic animals other than dogs, workshops, and fish and bait houses and similar Structures. A Structure that would

otherwise be a Permitted Use Accessory Structure if it were on the same Lot as the Principal Use or Principal Structure, such as a garage, shed, or greenhouse, shall also be a Conditional Use Accessory Structure if it is built on a Lot of Record that is different from the Principal Structure's as long as each Lot is owned by the same person, except as further limited in the Bayside Historic District by Section 5.1.4.1(a). The Zoning Board of Appeals shall determine what constitutes a Conditional Use Accessory Structure in case of dispute between the Code Enforcement Officer and the landowner. Conditional Use Accessory Structures shall be subject to the siting and setback and other provisions of Section 6.1.

Citizens' Note: Certain Accessory Structures, whether Permitted Use Accessory Structures or Conditional Use Accessory Structures, must be located on the *same*

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Lot as the Principal Use or Principal Structure. These include, but are not limited to, chicken houses or Structures for domestic animals (including dogs), workshops, and fish and bait houses and similar Structures. Think of these Structures as those more likely to create a nuisance to abutting property owners. Other Accessory Structures, including garages, sheds, and greenhouses, may either be a Permitted Use Accessory Structure, if located on the same Lot as the Principal Use or Principal Structure, or a Conditional Use Accessory Structure, if located on a different Lot of Record from the Principal Structure's as long as each Lot is owned by the same person, except as further limited in the Bayside Historic District by Section 5.1.4.1(a).

Conditional Use Permit: A permit authorized by the Zoning Board of Appeals for a Conditional Use. A Conditional Use Permit may be issued only after the applicant has followed the procedures of this Ordinance.

Convenience Store: A retail store serving the daily or occasional needs of the residents of the immediate area with a variety of goods such as groceries, meats, beverages, dairy products, patent medicines, sundries, tobacco, stationery, hardware, magazines and/or newspapers, but excluding restaurants and vehicle service stations or repair garages.

District: A specified portion of Bayside, delineated on the Official Zoning Maps, within which certain regulations and requirements or various combinations thereof apply under provisions of this Ordinance.

Dwelling Unit: Any Structure or portion of a Structure, permanent or temporary in nature, used or proposed to be used as a residence seasonally or throughout the year.

Family: One or more persons occupying a premises and living as a single housekeeping unit.

Family Daycare Home: A facility serving up to six individuals (child daycare, adult daycare, or both) either on a regular or non-recurring basis and classified as a Home

Occupation if it is located in the operator's residence.

Floor Area: The sum of the horizontal areas of the floor(s) of a structure enclosed by exterior walls.

Frontage: The length of continuous footage on which a Lot borders one built street. In calculating Frontage, the side of the Lot on which the principal access to the Lot is or is proposed to be in the event of new construction shall be the street on which Frontage is calculated.

Height: The vertical distance between the mean original (prior to construction) grade at the downhill side of the Structure and the highest point of the Structure, excluding chimneys or other venting appurtenances.

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Home Occupation: An occupation or profession which is customarily conducted on or in a residential structure or property and which is 1) clearly incidental to and compatible with the residential use of the property and surrounding residential uses; and 2) which employs no more than two (2) persons other than Family members residing in the home.

Impervious Surface: Those surfaces which prevent or impede the infiltration of stormwater into the soil as it entered in natural conditions prior to development. Common impervious areas include, but are not limited to: rooftops; sidewalks, walkways, patio areas, driveways, and parking lots/areas that are surfaced with impervious asphalt, concrete, or comparable material; storage areas; and awnings and other fabric or plastic coverings.

Citizens' Note: It is the Village's intent to encourage the provision of required off street parking on privately-owned Village properties while balancing the need to reduce water runoff onto neighboring properties. For this reason, this Ordinance provides that only driveways and parking areas that are surfaced with impervious asphalt, concrete, and comparable material shall count toward lot coverage. Gravel and grass areas shall not be considered impervious when used for sidewalks, walkways, patio areas, driveways, and parking lots/areas. Note that properties located in the Shoreland Zone are subject to different, more restrictive interpretations in this regard, and any more restrictive regulation governs what is permissible (see Section 1.6).

Lot: A parcel of land in single ownership, described on a deed, plot or similar legal document.

Lot Area: The area of land enclosed within the boundary lines of a Lot, minus land below the normal high-water line of a water body or upland edge of a wetland and areas beneath roads serving more than two Lots.

Lot Coverage: The percentage of the Lot Area covered by all Structures and Impervious Surfaces.

Lot of Record: A parcel of land, a legal description of which or the dimensions of which are recorded on a document or map on file with the Waldo County Registry of Deeds.

Mobile Home: A Structure designed as a Dwelling for location on a permanent foundation and containing sleeping accommodations, a toilet, a tub or shower bath, and kitchen facilities, including major appliances and furniture, with plumbing and electrical connections provided for attachment to outside systems, and designed to be transported after fabrication on its own wheels. A Mobile Home shall contain not less than 450 square feet of Gross Floor Area. Mobile Homes shall include manufactured or modular housing constructed and installed in accordance with Housing and Urban Development standards. Manufactured or modular housings constructed and installed in accordance with BOCA standards shall not be included in the definition of Mobile Home.

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Mobile Home Park: A plot of land laid out to accommodate at least two Mobile Homes. See Section 6.7.

Non-Conforming Lot: A single Lot of Record which, at the effective date of adoption or amendment of this Ordinance, does not meet the area, Frontage, or width requirements of the District in which it is located.

Non-Conforming Use: Use of Buildings, Structures, premises, land or parts thereof which is not permitted in the District in which it is situated but which is allowed to remain solely because it was in lawful existence at the time this Ordinance or subsequent amendments took effect.

Non-Conforming Structure: A Structure which does not meet any one or more of the following dimensional requirements for setback, Height, Lot Coverage or footprint, but which is allowed solely because it was in lawful existence at the time this Ordinance or subsequent amendments took effect.

Parking Space: An area of sufficient size to park an average-sized vehicle so that all of the vehicle is situated entirely on the property owner's Lot, with no part of the vehicle protruding into the street or right of way or onto neighboring Lots.

Permitted Use Accessory Structure: A Structure customarily incidental and subordinate to the Principal Use or Principal Structure, including, but not limited to, a garage, shed, greenhouse, or dog house, but specifically excluding, but not limited to, swimming pools, chicken houses or Structures for domestic animals other than dogs, workshops, and fish and bait houses and similar Structures, which may be Conditional

Use Accessory Structures subject to permitting through the Zoning Board of Appeals. A deck or similar extension of the Principal Structure or a garage attached to the Principal Structure by a roof or a common wall is considered part of the Principal Structure. A Permitted Use Accessory Structure must be on the same Lot as the Principal Use or Principal Structure. A Structure that would otherwise be a Permitted Use Accessory Structure if it were on the same Lot as the Principal Use or Principal Structure, such as a garage, shed, or greenhouse, shall be a Conditional Use Accessory Structure if it is built on a Lot of Record that is separated from the Principal Structure as long as each Lot is owned by the same person. Any such Conditional Use Accessory Structure is subject to permitting through the Zoning Board of Appeals. The Zoning Board of Appeals shall determine what constitutes a Permitted Use Accessory Structure in case of dispute between the Code Enforcement Officer and the landowner. Permitted Use Accessory Structures shall be subject to the siting and setback and other provisions of Section 6.1.

Planned Unit Development: Land under unified management, planned and developed as a whole according to comprehensive and detailed plans, including streets, utilities, lots or building sites, site plans, and designated principles for all Buildings intended to be located, constructed, used and related to each other, and for other uses and improvements on the land. See Section 6.8.

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Principal Structure: A Structure other than one which is used for purposes wholly incidental or accessory to the use of another structure or use on the same lot.

Principal Use: A use other than one which is wholly incidental or accessory to another use on the same Lot.

Recreational Vehicle: A vehicle or an attachment to a vehicle designed to be towed, and designed for temporary sleeping or living quarters for one or more persons, and which may include a pick-up camper, travel trailer, tent trailer, camp trailer, and motor home. In order to be considered as a vehicle and not as a Structure, the unit must remain with its tires on the ground, and must be registered with the State Division of Motor Vehicles.

Regional Flood: A flood determined to be representative of large floods known to have occurred in Maine. A Regional Flood is a flood with a one percent chance of being equaled or exceeded in any given year. See Section 6.4.

Sign: A name, identification, description, display or illustration which is affixed to, painted or represented, directly, or indirectly upon a Building, Structure, parcel, or Lot and which relates to an object, product, place, activity, person, institution, organization or business on the premises. See Section 6.10.

Structure: Anything temporarily or permanently located, built, constructed or erected for the support, shelter or enclosure of persons, animals, goods or property of any

kind, or anything constructed on or in the ground. The term includes structures temporarily or permanently located, such as decks, patios, and satellite dishes. Structure does not include: fences; poles and wiring and other aerial equipment normally associated with service drops, including guy wires and guy anchors; subsurface waste water disposal systems as defined in Title 30-A, Section 4201, subsection 5; geothermal heat exchange wells as defined in Title 32, Section 4700-E, subsection 3-C; or wells or water wells as defined in Title 32, Section 4700-E, subsection 8.

Variance: A relaxation of the terms of this Ordinance granted by the Zoning Board of Appeals where such relaxation would not be contrary to the public interest and where, because of conditions peculiar to a property and not the result of the actions or inaction of the applicant, a literal enforcement of this Ordinance would prevent reasonable use of the property and result in undue non-financial hardship. A financial hardship shall not constitute grounds for granting a Variance. The crucial factors of a Variance are undue non-financial hardship and unique circumstances applying to the property. A Variance is not justified unless both elements are present in the case. As used in this Ordinance, a Variance is authorized only for Height, Lot Coverage, and size of Structures. Establishment or expansion of a use or Lot otherwise prohibited shall not be allowed by Variance, nor shall a Variance be granted because of the presence of nonconformities in the District.

Zoning Board of Appeals: The Zoning Board of Appeals for the Town of Northport acting pursuant to the Town of Northport's Building Permit Ordinance.

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Citizens' Note: The subdivision of land is governed by Maine State Law. Reference should be made to 30-A M.R.S.A. (Maine Revised Statutes Annotated) §4401 for guidelines and restrictions which apply to that. In general, the division of a tract or parcel of land into three or more Lots within any five-year period is deemed to be a subdivision.

3. NON-CONFORMITY AND GRANDFATHERING

3.1. Basic Requirements

All Buildings or Structures hereinafter erected, reconstructed, altered, enlarged, or moved, and uses of premises within Bayside shall conform with the provisions of this Ordinance. No Building, Structure, Lot, land or water area located within a District shall be used for any purpose or in any manner except as permitted.

3.2. Non-Conforming Uses and Structures

Citizens' Note: Non-conformance shall not necessarily be considered illegal or unacceptable. Non-conforming Lots of Record, Structures, or uses that were in

conformance with the standards in effect prior to the effective date of this Ordinance are grandfathered under this Ordinance. Any party is encouraged to read through this Ordinance and contact the Northport Village Corporation Board of Overseers or the Code Enforcement Officer with any questions regarding conformance or non-conformance.

3.2.1. Continuance of Non-Conforming Uses

3.2.1.1. The use of land, Buildings or Structures, lawful at the time of adoption or subsequent amendment of this Ordinance, may continue even though such use does not presently conform to the provisions of this Ordinance.

3.2.1.2. Subject to the limitations of Section 3.2.3, a Non-Conforming Structure may be repaired, maintained, or improved, but the area employed in a Non-Conforming Use may not be extended or expanded except in conformity with the provisions of this Ordinance, and a Non-Conforming Structure may not be altered so as to become more non-conforming. For the purposes of this Ordinance, “extended” shall refer to a slight enlargement or continuation of an existing use or Structure within the same footprint, while “expanded” shall indicate a more significant increase in the scale or scope of a use or Structure, potentially encompassing additional land or a substantial modification to the existing Structure or activity. Construction or enlargement of a foundation beneath an existing Non-Conforming Structure shall not be considered an expansion of the Structure provided that *each* of the

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following conditions are met: (i) the Structure and new foundation are placed such that the setback requirement is met to the greatest practical extent as determined by the Zoning Board of Appeals; (ii) the completed foundation does not extend beyond the exterior dimensions of the existing Structure; *and* (iii) the foundation does not increase the Height to more than the *minimum* of (x) three feet plus the Height of the Non-Conforming Structure *before* the construction of the foundation and (y) 35 feet. For example, subject to the provisions of this Section 3.2.1, an existing Non-Conforming Structure with a Height of 20 feet may have a foundation constructed beneath it so long as the Height after the construction is no more than 23 feet, regardless of the fact that the height limit in the District might be 35 feet for conforming structures.

3.2.1.3. A Non-Conforming Use may not be expanded or moved unless that expansion or movement brings it into conformity or mitigates the degree of non-conformity.

3.2.2. Discontinuance of Non-Conforming Uses

A Non-Conforming Use which is discontinued for a period of one year or more may not be thereafter resumed. The uses of the land, Building, or Structure shall thereafter be required to conform to the provisions of this Ordinance.

3.2.3. Restoration of Non-Conforming Structures

In accordance with Section 3.2.1.2, if a Non-Conforming Use, Building, or Structure is damaged by fire, explosion, flood, riot, act of God, or accident of any kind, it may be restored if the following conditions are met:

- 3.2.3.1. Application is made, with sufficient documentation supporting the restoration of the Non-Conforming Structure to Zoning Board of Appeals with notice to the Northport Village Corporation Board of Overseers and the restoration plans otherwise conform with all laws and regulations, resulting in the issuance of all required permits; and
- 3.2.3.2. The Zoning Board of Appeals shall grant permission for the restoration of a Non-Conforming Use, Building or Structure as above referenced if the restoration is essentially the same size, location, Height and architectural appearance and character and use as formerly appeared.

3.2.4. Expansion of Non-Conforming Structures

A NonConforming Structure may only be added to or expanded, after obtaining all required permits from the same permitting authority as for a new Structure, if such addition or expansion (i) does not increase the non-conformity

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of the Structure, (ii) brings it into conformity, or (iii) mitigates the degree of non-conformity. For the purposes of this Ordinance, an increase to the non conformity of a Structure shall mean *any* one or more of the following:

- 3.2.4.1. any expansion towards a property line that decreases the existing non conforming setback distance from the property line; or
- 3.2.4.2. any expansion that would increase any non-conforming Lot Coverage; or
- 3.2.4.3. any expansion that would increase the Height of the Structure is prohibited, regardless of the fact that the Height limit in the District might be higher. Notwithstanding the foregoing, as set forth in Section 3.2.1.2 above, construction or enlargement of a foundation beneath an existing Non-Conforming Structure shall not be considered an expansion of the Structure provided that *each* of the

following conditions are met: (i) the Structure and new foundation are placed such that the setback requirement is met to the greatest practical extent as determined by the Zoning Board of Appeals; (ii) the completed foundation does not extend beyond the exterior dimensions of the Structure; *and* (iii) the foundation does not increase the Height to more than the *minimum* of (x) three feet plus the Height of the Non-Conforming Structure *before* the construction of the foundation and (y) 35 feet. For example, subject to the provisions of this Section 3.2.4, an existing Non-Conforming Structure with a Height of 20 feet may have a foundation constructed beneath it so long as the Height after the construction is no more than 23 feet, regardless of the fact that the height limit in the District might be 35 feet for conforming structures.

3.2.5. Transfer of Ownership

Ownership of land and Structures which remain lawful but become non conforming by the adoption or amendment of this Ordinance may be transferred and the new owner may continue the Non-Conforming Uses subject to the provisions of this Ordinance.

3.2.6. Restoration of Unsafe Property

3.2.6.1. Nothing in this Ordinance shall prevent the strengthening or restoration to safe condition of any part of any Building or Structure declared unsafe by the Code Enforcement Officer or other authorized government official.

3.2.6.2. Nothing in this Ordinance shall prevent any changes in a Non Conforming Use or Non-Conforming Structure as Federal, State, or local building and safety codes may require.

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3.2.7. Non-Conforming Lots of Record

3.2.7.1. A single Lot of Record which, at the effective date of adoption or amendment of this Ordinance, does not meet the area or width requirements, or both, of the District in which it is located, may be built upon provided that such Lot shall be in separate ownership and that it is not contiguous with any other Lot in the same ownership, and that all other provisions of this Ordinance shall be met, except Lot size, Frontage, and setback. Variance of yard or other requirements, and not involving area or width, shall be obtained only by action of the Zoning Board of Appeals.

3.2.7.2. If two or more contiguous Lots or parcels are in single ownership of

record at the time of adoption or amendment of this Ordinance, and if all or part of the Lots do not meet the dimensional requirements of this Ordinance, the lands involved shall be considered to be a single parcel for the purposes of this Ordinance and no portion of said parcel shall be built upon or sold which does not meet dimensional requirements of this Ordinance; nor shall any division of the parcel be made which creates any dimension or area below the requirements of this Ordinance. Because two or more contiguous Lots or parcels in single ownership of record shall be considered to be a single parcel, the Board of Overseers will endeavor to secure the issuance of one tax bill for each combined Lot.

- 3.2.7.3. If two or more Principal Structures exist on a single Lot of Record on the effective date of this ordinance, each may be sold as a separate Lot. When such Lots are divided, each Lot thus created must be as conforming as possible to the dimensions required of this Ordinance.

4. ZONING DISTRICTS

4.1. Zoning Districts

To implement the provisions of this Ordinance, the Northport Village Corporation is hereby divided into the following four Districts:

- 4.1.1. The Bayside Historic District consists of the land within the dark outline shown on **Exhibit B**, including all Lots on North Avenue, attached hereto and incorporated herein.
- 4.1.2. Residential 1 District (R-1) consists of the land labeled as “Residential 1 (R1)” on the official zoning map entitled “Zoning Map of the Northport Village Corporation” and attached as **Exhibit A**, except that that area comprising the

ZONING ORDINANCE OF THE NORTHPORT VILLAGE CORPORATION

Bayside Historic District, shown in **Exhibit B** and as an inset on **Exhibit A**, is no longer part of R-1.

- 4.1.3. Residential 2 District (R-2) consists of the land labeled as “Residential 2 District (R2)” on the official zoning map entitled “Zoning Map of the Northport Village Corporation” and attached as **Exhibit A**.
- 4.1.4. General Purpose District (GP-1) consists of the land labeled as “General Purpose District (GP)” on the official zoning map entitled “Zoning Map of the Northport Village Corporation” and attached as **Exhibit A**.

4.2. Location of Districts

Districts are located and bounded as shown on the Official Zoning Map (**Exhibit A**), entitled “Zoning Map of the Northport Village Corporation, Northport, Maine”, dated January 28, 1978 and on file at the office of the Northport Village Corporation, and as recorded at the Waldo County Registry of Deeds, except as modified by **Exhibit B**, which removes from R-1 that land shown as lying in the Bayside Historic District. **Exhibit A** and **Exhibit B** are attached hereto.

4.3. Uncertainty of Boundary Location

Where uncertainty exists with respect to the boundaries of the various Districts as shown on the Official Zoning Map, the following rules shall apply:

- 4.3.1. Boundaries indicated as approximately following the center lines of streets and highways shall be construed to follow such center lines;
- 4.3.2. Boundaries indicated as approximately following well established Lot lines shall be construed as following such Lot lines;
- 4.3.3. Boundaries indicated as approximately following Bayside limits shall be construed as following Bayside limits;
- 4.3.4. Boundaries indicated as following shorelines shall be construed to follow such shorelines, and, in the event of natural change in the shoreline, shall be construed as moving with the actual shoreline;
- 4.3.5. Boundaries indicated as being parallel to or extensions of features indicated in subsections 4.3.1 through 4.3.4 shall be so construed. Distances not specifically indicated on the Official Zoning Map shall be determined by the scale of the map; and
- 4.3.6. Where physical or cultural features existing on the ground are at variance with those shown on the Official Zoning Map, or in other circumstances not covered by subsections 4.3.1 through 4.3.5 above, the Zoning Board of Appeals shall interpret the District boundaries.

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Citizens’ Note: Exhibit A shows for illustrative purposes only the boundaries of the Northport Shoreland Zone. Citizens should consult with the Town of Northport Code Enforcement Officer to determine the actual location of that boundary.

4.4. Division of Lots by District Boundaries

- 4.4.1. Where a District boundary line divides a Lot or parcel of land of the same ownership of record at the time such line is established by adoption or

amendment of this Ordinance, the regulations applicable to the less restricted portion of the Lot may be extended not more than 50 feet into the more restricted portion of the Lot, subject to the following provision:

- 4.4.2. Extensions of use shall be considered a Conditional Use, subject to approval of the Zoning Board of Appeals and in accordance with the criterion set forth in Section 7.8.

5. LAND USE DISTRICT REQUIREMENTS

5.1. Bayside Historic District

5.1.1. Purpose

- 5.1.1.1. To provide for the public health and safety, environmental quality, and economic well-being of the community.
- 5.1.1.2. To stabilize and protect the essential historic characteristics of the Bayside Historic District and to promote and encourage, insofar as compatible with the intensity of land use, a suitable environment for family life.
- 5.1.1.3. To provide for residential growth in such a manner and at such locations as are compatible with existing development and the ability of the community to provide essential services and utilities.
- 5.1.1.4. To provide areas for public and semi-public uses compatible with and necessary to residential development.
- 5.1.1.5. To promote and encourage preservation of the historic Structures in the Bayside Historic District.

5.1.2. Basic Requirements

- 5.1.2.1. Permitted Uses and Conditional Uses shall conform to all dimensional requirements and other applicable requirements of this Ordinance.
All

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necessary permits, as required by the Town of Northport, shall be issued according to the provisions of Article 7 of this Ordinance.

- 5.1.2.2. Buildings erected, constructed, reconstructed, moved or structurally altered, whether for Permitted or Conditional Uses, shall comply with the following requirements:

- (a) The minimum Lot size shall be 20,000 square feet for Lots with no access to a public sanitary sewer system and 2,500 square feet for Lots with access to a public sanitary sewer system.
- (b) The minimum road Frontage shall be 50 feet.
- (c) No Structure shall be less than six feet from a property line nor less than eight feet from a Building on adjacent property.
- (d) The Height shall not exceed 35 feet.
- (e) The Lot Coverage, including land area previously developed, shall not exceed the following:
 - Lots equal to or less than 2,500 square feet, 45%.
 - Lots equal to or less than 5,000 square feet, but more than 2,500 square feet, the greater of 35% or 1,125 square feet of Lot Coverage;
 - Lots greater than 5,000 square feet, the greater of 20% or 1,750 square feet of Lot Coverage.
- (f) A minimum of one off-street Parking Space shall be provided on the Lot.
- (g) Every Dwelling Unit, including Accessory Dwelling Units, must have a separate connection to a sanitary sewer system or a subsurface wastewater disposal system. Where a sanitary sewer system is available, each unit must have a separate connection to that system. Where a sanitary sewer system is unavailable, each unit must have a or a subsurface wastewater disposal system connection as permitted by the Code Enforcement Officer.

Exhibit C attached provides a comparison of Basic Requirements for each District.

5.1.3. Permitted Uses

The following uses are permitted in the Bayside Historic District.

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- 5.1.3.1. Single-Family Dwelling Unit, including a single Accessory Dwelling Unit where permissible, subject to all other requirements being met, but excluding tents, Recreational Vehicles and Mobile Homes. Use

of the Structure by rental tenants using the premises as a single-Family Dwelling Unit is permitted.

5.1.3.2. Home Occupations, subject to the requirements of Section 6.6.

5.1.3.3. Permitted Use Accessory Structures, subject to the requirements of Section 6.1.

5.1.4. Conditional Uses

5.1.4.1. The following uses may be allowed only upon the authorization of a Conditional Use Permit by the Zoning Board of Appeals, in accordance with the provisions of Article 7.

(a) Conditional Use Accessory Structures, subject to the requirements of Section 6.1, provided a Dwelling Unit has not existed on the Lot within the preceding five years. Utilities, including sewage collection and treatment facilities.

(b) A swimming pool, provided the Lot is a minimum of 40,000. Specifications set out in the BOCA Basic Building Code - 1981, Section 627 - SWIMMING POOLS and American Public Health Association Regulations, Section D-21 FENCES AND ENCLOSURES, shall be met. For purposes of this Ordinance minimum setbacks of 20 feet from rear or side property lines and 50 feet from the front property line shall apply to the fence surrounding the pool area.

(c) Bed and Breakfast.

(d) The restoration or replication of an historic Building in the Bayside Historic District to its original size, Height, footprint, and other exterior characteristics shall be a Conditional Use provided that the applicant can provide accurate evidence of the original size, Height, footprint, and other exterior characteristics. Such Conditional Use shall only be permitted if the Northport Village Corporation Board of Overseers votes to approve the applicant's plans for an historic restoration or replication. The Northport Village Corporation Board of Overseers or the Zoning Board of Appeals may attach special conditions as appropriate to ensure the same. Such restoration or replication shall not be deemed to be a permission to resume the historic use. In order to resume an historic use that is a Home Occupation or commercial use, the

Citizens' Note: A "restoration" involves the retention and improvement of an existing Structure, while a "replication" involves the removal and replacement of an existing Structure with a Structure that has an exterior that architecturally replicates the original historic Structure. The Bayside Historical Preservation Society possesses both copies of the Eastern Illustrating Company's historical photos of Bayside as well as the historic survey, including dimensions and photos, completed by the Maine Historic Preservation Commission and dated August 1991.

5.1.4.2. Upon the authorization of a Conditional Use Permit issued by the Zoning Board of Appeals, limited use of a Recreational Vehicle may be permitted for a period not to exceed 10 days by a guest or family member, provided said motor home or travel trailer is parked entirely within the Lot lines of the Lot visited by the motor home or travel trailer and provided the occupants of said Recreational Vehicle have access to the sanitary facilities of the Lot so visited.

5.1.5. Omitted Uses

Uses which are not specifically allowed as Permitted Uses or Conditional Uses are prohibited.

5.2. Residential 1 District (R-1)

5.2.1. Purpose

5.2.1.1. To provide for the public health and safety, environmental quality, and economic well-being of the community.

5.2.1.2. To stabilize and protect the essential historic characteristics of certain high density residential areas located in or near the central part of Bayside, which were formerly the Northport Wesleyan Grove Campground, and to promote and encourage, insofar as compatible with the intensity of land use, a suitable environment for family life.

5.2.1.3. To provide for residential growth in such a manner and at such locations as are compatible with existing development and the ability of the community to provide essential services and utilities.

5.2.1.4. To provide areas for public and semi-public uses compatible with and necessary to residential development.

5.2.2. Basic Requirements

5.2.2.1. Permitted Uses and Conditional Uses shall conform to all dimensional requirements and other applicable requirements of this Ordinance. All necessary permits, as required by the Town of Northport, shall be issued according to the provisions of Article 7 of this Ordinance.

5.2.2.2. Buildings erected, constructed, reconstructed, moved or structurally altered, whether for permitted or Conditional Uses, shall comply with the following requirements:

- (a) The minimum Lot size shall be 20,000 square feet for Lots with no access to a public sanitary sewer system and 10,000 square feet for Lots with access to a public sanitary sewer system.
- (b) The minimum road Frontage shall be 75 feet.
- (c) No Structure shall be less than 10 feet from a property line nor less than 15 feet from a Building on adjacent property.
- (d) The Height shall not exceed 35 feet.
- (e) The Lot Coverage shall not exceed 20%, including land area previously developed.
- (f) A minimum of two off-street Parking Spaces shall be provided on the Lot.
- (g) Every Dwelling Unit, including Accessory Dwelling Units, must have a separate connection to a sanitary sewer system or a subsurface wastewater disposal system. Where a sanitary sewer system is available, each unit must have a separate connection to that system. Where a sanitary sewer system is unavailable, each unit must have a subsurface wastewater disposal system connection as permitted by the Code Enforcement Officer.

Exhibit C attached provides a comparison of Basic Requirements for each District.

5.2.3. Permitted Uses

The following uses are permitted in the Residential 1 District (R-1):

5.2.3.1. Single-Family Dwelling Unit, including Accessory Dwelling Units where permissible, subject to all other requirements being met, but excluding tents and Recreational Vehicles. Use of the Structure by rental tenants as a Dwelling Unit is permitted.

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5.2.3.2. Home Occupations, subject to the requirements of Section 6.6.

5.2.3.3. Permitted Use Accessory Structures, subject to the requirements of Section 6.1.

5.2.4. Conditional Uses

5.2.4.1. The following uses may be allowed only upon the issuance of a Conditional Use Permit, in accordance with the provisions of Article 7.

(a) Conditional Use Accessory Structures, subject to the requirements of Section 6.1.

(b) Utilities, including sewage collection and treatment facilities.

(c) A swimming pool, provided the Lot is a minimum of 40,000 square feet. Specifications set out in the BOCA Basic Building Code - 1981, Section 627 - SWIMMING POOLS and American Public Health Association Regulations, Section D-21 FENCES AND ENCLOSURES shall be met. For purposes of this Ordinance, minimum setbacks of 20 feet from rear or side property lines and 50 feet from the front property line shall apply to the fence surrounding the pool area.

(d) Bed and Breakfast.

5.2.4.2. Upon the authorization of a Conditional Use Permit issued by the Zoning Board of Appeals, limited use of a Recreational Vehicle may be permitted for a period not to exceed 10 days by a guest or family member, provided said motor home or travel trailer is parked entirely within the Lot lines of the Lot visited by the motor home or travel trailer and provided the occupants of said Recreational Vehicle have access to the sanitary facilities of the Lot so visited.

5.2.5. Omitted Uses

Uses which are not specifically allowed as Permitted Uses or Conditional Uses are prohibited.

5.3. Residential 2 District (R-2)

5.3.1. Purpose

- 5.3.1.1. To provide for the public health and safety, environmental quality, and economic well-being of the community.

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- 5.3.1.2. To provide areas for medium density residential growth in such a manner and at such locations as are compatible with existing development and the ability of the community to provide essential services and utilities.

- 5.3.1.3. To provide areas for public and semi-public uses compatible with and necessary to residential development.

5.3.2. Basic Requirements

- 5.3.2.1. Permitted Uses and Conditional Uses shall conform to all dimensional requirements and other applicable requirements of this Ordinance. All necessary permits, as required by the Town of Northport, shall be issued according to Article 7 of this Ordinance.

- 5.3.2.2. Buildings erected, constructed, reconstructed, moved or structurally altered, whether permitted or Conditional Uses, shall comply with the following requirements:

- (a) The minimum Lot size shall be 20,000 square feet.
- (b) The minimum road Frontage shall be 100 feet.
- (c) The minimum front setback shall be 50 feet, the side setback 10 feet and the rear setback 20 feet.
- (d) The Height shall not exceed 35 feet.
- (e) The Lot Coverage shall not exceed 20%, including land area previously developed.
- (f) A minimum of two off-street Parking Spaces shall be provided on the Lot.
- (g) Every Dwelling Unit, including Accessory Dwelling Units, must have a separate connection to a sanitary sewer system or a subsurface wastewater disposal system. Where a sanitary sewer system is available, each unit must have a separate connection to that system. Where a sanitary sewer system is unavailable, each unit must have a subsurface wastewater disposal system connection as permitted by the Code Enforcement Officer.

Exhibit C attached provides a comparison of Basic Requirements for each District.

5.3.3. Permitted Uses

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The following uses are permitted in the Residential 2 District (R-2):

5.3.3.1. Single-Family Dwelling Unit, including Accessory Dwelling Units, where permissible, subject to all other requirements being met, but excluding tents and Recreational Vehicles. Use of the Structure by rental tenants using the premises as a Dwelling Unit is permitted.

5.3.3.2. Home Occupations, subject to the requirements of Section 6.6.

5.3.3.3. Permitted Use Accessory Structures, subject to the requirements of Section 6.1.

5.3.3.4. Family Daycare Homes.

5.3.4. Conditional Uses

5.3.4.1. The following uses may be allowed only upon the issuance of a Conditional Use Permit, in accordance with the provisions of Article 7.

(a) Conditional Use Accessory Structures, subject to the requirements of Section 6.1.

(b) Utilities, including sewage collection and treatment facilities.

(c) A swimming pool, provided the Lot is a minimum of 40,000 square feet. Specifications set out in the BOCA Basic Building Code - 1981, Section 627 - SWIMMING POOLS and American Public Health Association Regulations, Section D-21 FENCES AND ENCLOSURES, shall be met. For purposes of this Ordinance, minimum setbacks of 20 feet from rear or side property lines and 50 feet from the front property line shall apply to the fence surrounding the pool area.

(d) Bed and Breakfast.

(e) Inns and restaurants.

(f) Timber Harvesting.

(g) Mobile Home Park.

- 5.3.4.2. Upon the authorization of a Conditional Use Permit issued by the Zoning Board of Appeals, limited use of a Recreational Vehicle may be permitted for a period not to exceed 10 days by a guest or family member, provided said motor home or travel trailer is parked entirely

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within the Lot lines of the Lot visited by the motor home or travel trailer and provided the occupants of said Recreational Vehicle have access to the sanitary facilities of the Lot so visited.

5.3.5. Omitted Uses

Uses which are not specifically allowed as Permitted Uses or Conditional Uses are prohibited.

5.4. General Purpose District (GP)

5.4.1. Purpose

- 5.4.1.1. To provide for the public health and safety, environmental quality, and economic well-being of the community.
- 5.4.1.2. To allow a maximum diversity of uses by imposing minimum controls on those uses, which by virtue of their external effects (waste discharge, noise, glare, fumes, smoke, dust, odors, or vehicle traffic) could otherwise create a nuisance or unsafe or unhealthy conditions.
- 5.4.1.3. To provide areas for public and semi-public uses compatible with and necessary to residential development.

5.4.2. Basic Requirements

- 5.4.2.1. Permitted Uses and Conditional Uses shall conform to all dimensional requirements and other applicable requirements of this Ordinance.
All
necessary permits, as required by the Town of Northport, shall be issued according to the provisions of Article 7 of this Ordinance.
- 5.4.2.2. Buildings erected, constructed, reconstructed, moved or structurally altered, whether or permitted or Conditional Uses, shall comply with the following requirements:
- (a) The minimum Lot size shall be 20,000 square feet.

(b) The minimum road Frontage shall be 100 feet.

(c) The minimum front setback shall be 50 feet, the side setback 10 feet and the rear setback 20 feet.

(d) The Lot Coverage shall not exceed 20%, including land area previously developed.

(e) The Height shall not exceed 35 feet.

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(f) Every Dwelling Unit, including Accessory Dwelling Units, must have a sanitary separate connection to a sanitary sewer system or a subsurface wastewater disposal system. Where a sanitary sewer system is available, each unit must have a separate connection to that system. Where a sanitary sewer system is unavailable, each unit must have a subsurface wastewater disposal system connection as permitted by the Code Enforcement Officer.

Exhibit C attached provides a comparison of Basic Requirements for each District.

5.4.3. Permitted Uses

The following uses are permitted in the General Purpose District (GP-1):

5.4.3.1. Single-Family Dwelling Unit, including Accessory Dwelling Units where permissible, subject to all other requirements being met, but excluding tents and Recreational Vehicles. Use of the Structure by rental tenants using the premises as a single-Family Dwelling is permitted.

5.4.3.2. Home Occupations, subject to the requirements of Section 6.6.

5.4.3.3. Permitted Use Accessory Structures, subject to the requirements of Section 6.1.

5.4.3.4. Family Daycare Homes.

5.4.3.5. Open space use.

5.4.3.6. Agriculture and gardening.

5.4.3.7. Sale of produce and plants.

5.4.3.8. Timber harvesting.

5.4.3.9. Commercial facilities having less than 10,000 square feet of Gross Floor Area constructed on a Lot with sufficient off-street Parking Spaces for all employees, vendors, and customers and employing no more than six full-time equivalent employees, but excluding vehicle service stations or repair garages and any commercial use that would create a public nuisance, which are prohibited.

5.4.3.10. Religious houses of worship.

5.4.3.11. Nursing homes.

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5.4.4. Conditional Uses

5.4.4.1. The following uses may be allowed only upon issuance of a Conditional Use Permit, in accordance with the provisions of Article 7.

(a) Conditional Use Accessory Structures, subject to the requirements of Section 6.1.

(b) Utilities, including sewage collection and treatment facilities.

(c) A swimming pool, provided the Lot is a minimum of 40,000 square feet. Specifications set out in the BOCA Basic Building Code - 1981, Section 627 - SWIMMING POOLS and American Public Health Association Regulations, Section D-21 FENCES AND ENCLOSURES, shall be met. For purposes of this Ordinance, minimum setbacks of 20 feet from rear or side property lines and 50 feet from the front property line shall apply to the fence surrounding the pool area.

(d) Bed and Breakfast.

(e) Inns and restaurants.

(f) Mobile Home Park.

(g) Campgrounds.

(h) Planned Unit Development.

(i) Convenience Stores.

- (j) Commercial facilities not meeting the criteria for Permitted Use, but excluding vehicle service stations or repair garages and any commercial use that would create a public nuisance, which are prohibited.

5.4.5. Omitted Uses

Uses which are not specifically allowed as Permitted Uses or Conditional Uses are prohibited.

6. PERFORMANCE STANDARDS

6.1. Accessory Structure

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6.1.1. No garage or other Accessory Structures shall be located between the street or public way and the street- or public-way facing façade of the Principal Structure.

When located to the rear or side of the main Structure, the Accessory Structure shall be set back a distance not less than one time the Accessory Structure's Height, but in any event, not less than the minimum setback for Principal Structures.

6.1.2. In any District, an Accessory Structure may only be approved by the Code Enforcement Officer or Zoning Board of Appeals upon a determination that said use or Structure complies with the following conditions:

6.1.2.1. Such use is not intended to expand a use otherwise limited in the District.

6.1.2.2. Such use, if not permitted by right within the District, is an integral and minor part of a permitted use.

6.1.2.3. Such use is consistent with the normal requirements of the Principal Use and is not excessive for such use or for that District.

6.1.2.4. Such use is not detrimental to the surrounding area or properties.

6.1.2.5. Adequate area is available without reducing the area requirements set forth for the use in the District in which it lies.

6.2. Agriculture

Agricultural practices shall be conducted to minimize soil erosion, sedimentation, contamination, and nutrient enrichment of ground and surface waters.

6.3. Campgrounds

6.3.1. Campgrounds shall conform to the minimum requirements imposed under state licensing procedures and any ordinances of the Town of Northport.

6.3.2. Recreational vehicle, tent, or shelter areas containing approved water-carried sewage facilities shall meet the following requirements:

6.3.2.1. Each camp site shall contain a minimum of 2,500 square feet, excluding roads, driveways, and parking areas.

6.3.2.2. A minimum of 200 square feet of off-street parking shall be provided for each camp site.

6.3.2.3. Each camp site shall be provided with a picnic table and trash receptacle and shall comply with the Northport Village Corporation Fire Ordinance.

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6.3.3. The area intended for the placement of the Recreational Vehicles, tents, or shelters and utility service Buildings, shall be set back a minimum of 100 feet from the exterior Lot lines of the Campground.

6.3.4. All Campgrounds shall be screened by a continuous landscaped area containing evergreen shrubs, trees, fences, walls, or any combination which forms an effective visual barrier of not less than six feet in Height, located along all exterior Lot lines of the Campground, except where driveways shall be kept open to provide visibility for vehicles entering or leaving the Campground.

6.4. Elevation of Buildings Above Flood Level

All Buildings shall have their lowest floor and their heating, electrical, septic tank, filter field and other vital utility facilities constructed at an elevation not less than two feet above the level of the Regional Flood. In addition, the ground level surrounding Buildings shall be raised to an elevation not less than one foot above the Regional Flood. Such fill shall extend for a minimum horizontal distance of 15 feet from the outer surface of the Building walls. Maximum depth of fill shall not exceed three feet.

6.5. Filling, Grading, Lagooning, Dredging, or Other Earth-Moving Activity

6.5.1. General

Filling, grading, lagooning, dredging, and other earth-moving business

activity which would result in erosion, sedimentation, or impairment of water quality or fish and aquatic life are prohibited.

6.5.2. Earth Moving Requiring a Conditional Use Permit

Application for a Conditional Use Permit from the Zoning Board of Appeals for excavation, processing and storage of soil, loam, sand, gravel, rock and other natural deposits shall be made in accordance to the provisions of Article 7 of this Ordinance and the following requirements:

6.5.2.1. The application shall be accompanied by a plan prepared by a Registered Land Surveyor or Registered Professional Engineer.

6.5.2.2. The applicant shall submit written approval from the Department of Marine Resources and Fisheries or Inland Fisheries and Game, as applicable, prior to consideration by the Zoning Board of Appeals.

6.5.2.3. The applicant shall submit written approval from the appropriate Soil and Water Conservation District prior to consideration by the Zoning Board of Appeals.

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6.5.3. Surety and Terms of Permits

No permit shall be issued without a bond or other security to ensure compliance with such conditions as the Zoning Board of Appeals may impose. No permit shall be issued for a period to exceed three years, although such permit may be renewed for additional periods in the same manner.

6.5.4. Existing Operations

Any operation involving the excavation, processing or storage of soil, earth, loan, sand, gravel, rock or other mineral deposits in lawful operation at the time of this Ordinance becomes effective may operate for a period of three years from the effective date. Discontinuance of any existing operation for a period of more than one year shall require application for a new permit. Continuation of any existing operation for more than three years shall require a permit from the Zoning Board of Appeals.

6.6. Home Occupations

6.6.1. Home Occupations shall be carried on wholly within the Principal Structure.

6.6.2. No more than two persons outside the family shall be employed on location in

the Home Occupation.

6.6.3. There shall be no exterior display, no exterior Sign (except as permitted by the provisions of this Ordinance), no exterior storage of materials, lobster gear or equipment of any kind, and no other exterior indication of the Home Occupation or variation from the residential character of the Principal Structure.

6.6.4. No nuisance, waste discharge, offensive noise, vibration, smoke, dust, odors, heat, glare, or radiation shall be generated.

6.6.5. The Home Occupation shall not use more than 20% of the Gross Floor Area of the residential Structure.

6.6.6. Adequate parking on the premises shall be available for the employees, customers, clients, or vendors of the business.

6.7. Mobile Home Parks

Citizens' Note: The management and development of Mobile Home Parks is governed by Maine state statutes.

6.7.1. Mobile Home Parks shall meet state requirements for mobile home parks.

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6.7.2. Mobile Home Parks shall meet all requirements for a residential subdivision and shall conform to all applicable state law and local ordinances.

6.7.3. Lots in a Mobile Home Park shall meet all of the dimensional and area requirements for single-Family Dwelling Units for the District in which the park is situated.

6.7.4. No Mobile Home shall be placed within 35 feet of any other Mobile Home.

6.7.5. All Mobile Homes shall be connected to a water supply and a sanitary sewer system, in accordance with the sanitary provisions (Section 6.9) of this Ordinance.

6.7.6. No permanent additions other than factory-built units of similar construction to the original unit shall be permitted without approval of the Zoning Board of Appeals.

6.7.7. All Mobile Home Parks shall be screened by a continuous landscaped area containing evergreen shrubs, trees, fences, walls, or a combination which forms an effective visual barrier of not less than six feet in Height, located along all exterior Lot lines of the Mobile Home Park, except where

driveways shall be kept open to provide visibility for vehicles entering or leaving the park.

6.8. Planned Unit Development

6.8.1. Purpose

The purpose of these provisions is to allow for new concepts of housing development where maximum variations of design may be allowed, provided that the net residential density shall be no greater than is permitted in the District in which the development is proposed.

6.8.2. Basic Requirements

Planned Unit Development shall meet all of the following:

6.8.2.1. All requirements for a residential subdivision shall be met.

6.8.2.2. Ten acres shall be the minimum area of the development.

6.8.2.3. Any Lot abutting a public road shall have a Frontage and area no less than normally required in the District. On other than public roads, Lot Area may be reduced to not less than 10,000 square feet and road Frontage to a minimum of 75 feet. The Frontage on Lots abutting a circular turnaround may be reduced to 50 feet, provided

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that the minimum Lot width at the face of the Building shall be 75 feet.

6.8.2.4. The total area of common land within the development shall equal or exceed the sum of the areas by which building Lots, cumulatively, are reduced below the minimum Lot Area normally required in the District based on the number of building Lots.

6.8.2.5. Every building Lot that is reduced in area below the amount normally required shall abut such common land for a distance of at least 50 feet.

6.8.2.6. All common land for recreational or conservation purposes only shall be owned jointly or in common by the owners of the building Lots, by a trust or association which has as its principal purpose the conservation or preservation of land in essentially its natural condition, or by the Northport Village Corporation.

6.8.2.7. Further subdivision of common land or its use for other than non

commercial recreation or conservation, except for easements for underground utilities, shall be prohibited. Structures and Buildings accessory to non-commercial recreational or conservation uses may be erected on common land.

6.8.2.8. All Dwellings in a Planned Unit Development shall be connected to a common water supply and sanitary sewer system, in accordance with the sanitary provisions (Section 6.9) of this Ordinance.

6.8.2.9. Buildings shall be oriented with respect to scenic vistas, natural landscape features, topography, and natural drainage areas, in accordance with an overall plan for site development.

6.9. Sanitary Provisions

Citizens' Note: To add fixtures or to connect to the Northport Village Corporation Water or Wastewater Systems, the Utility Department of the Northport Village Corporation must be consulted for terms and conditions, fees, and system capacity, connection costs associated with that application. Among other restrictions, the following may not be connected to or otherwise discharged into the Northport Village Corporation Wastewater System: sump pumps; foundation drains (either exterior or interior); and stormwater run-off, including from roof gutters/drains.

Citizens' Note: Flushable wipes and fats, oil, and grease (FOG), have become a major source of clogged building drains in the waterworks industry, plugged sewage pumps and sanitary sewer overflows and/or causing sewage back-ups into

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homes. Please practice the three “P”s – only pee, poop, and (toilet) paper should be flushed down the toilet.

6.9.1. Purpose

To promote health, safety, and general welfare, and to protect ground and surface waters and public and private water supplies from contamination or nutrient enrichment, the following provisions shall be applicable to the installation of sanitary waste disposal facilities in all Districts.

6.9.2. Connection to Public Facilities

All plumbing shall be connected to public collection and treatment facilities when such facilities are available. No building permit shall be issued until the requirements for connecting to or modifying existing utility connections are satisfied.

6.9.3. Subsurface Wastewater Disposal Systems

Any subsurface wastewater disposal system shall be in compliance with all requirements of the State Plumbing Code and the Town of Northport.

6.9.4. Other Systems

Other systems of sanitary waste disposal shall be subject to review and approval of the Maine Department of Environmental Protection and/or the Maine Department of Health and Welfare, as well as the Town of Northport.

6.10. Signs and Billboards

6.10.1. General

Billboards are prohibited in all Districts in the Northport Village Corporation. Signs affixed to poles, public buildings, benches, trees or any other public place without permission of the Board of Overseers are prohibited. The Northport Village Corporation maintains signboards within Bayside upon which the Northport Village Corporation and its citizens and residents may reasonably post notices. The following provisions shall apply to Signs in all Districts.

6.10.2. Purpose

The purpose of these regulations is to encourage signage in Bayside which will be appropriate to the Village's architectural styles and visual qualities, compatible with the Village's architecture and visual setting, appropriate to the activity announced, legible in the circumstances in which they are seen, and professional in appearance, construction and material.

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6.10.3. Permitted Sign Size, Location and Illumination

6.10.3.1. No Sign shall be erected adjacent to any public way in such a manner as to obstruct clear and free vision or to interfere with any authorized traffic sign, signal, or device or otherwise constitute a hazard to pedestrian or vehicular traffic.

6.10.3.2. Flashing, moving, or animated signs are prohibited. Illuminated signs, signs with flashing or moving lights, signs with visibly moving parts, and roof signs are permitted only in the GP District.

6.10.3.3. Signage illumination that creates a nuisance to abutting property owners, vehicles, or the public or otherwise constitute a hazard to

pedestrian or vehicular traffic is prohibited.

6.10.3.4. A lighting fixture that directly or indirectly illuminates a sign must be designed so that the light source itself is shielded from view and does not shine directly into the right-of-way or onto adjacent property under different ownership. This does not apply to signs illuminated using neon.

6.10.3.5. No Sign shall be located within three feet of a Lot boundary.

6.10.3.6. Name signs shall be permitted, provided such Signs shall not exceed three square feet in area and shall not exceed two Signs per dwelling.

6.10.3.7. A property owner may display (or permit a realtor or real estate agency to display) a single Sign of not over four square feet in area advertising the property is for sale, provided that such signs are permitted only during the period that the property is for sale and must be removed within two weeks of the sale transaction closing. The erection of real estate signs at off-premises locations for directional or other purposes is prohibited.

6.10.3.8. A property owner may display (or permit a realtor or real estate agency to display) a single Sign of not over one and one-half square feet in area advertising the property is for rent or lease, provided that such signs are attached only to the Building for rent or lease and only during the period that the property is for rent or lease. Sign text shall be limited to a contact, company name, phone number, and/or website or email address. The sign shall be placed such that it does not damage or conceal significant architectural features or details.

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6.10.3.9. Residential users may display a single Sign of not over four square feet in area relating to yard sales, provided such signs are not displayed more than one calendar day prior to the advertised sale and are removed not later than the calendar day following the advertised sale.

6.10.3.10. Signs relating to trespassing and hunting shall be permitted consistent with Maine state law.

6.10.3.11. Signage approved by the Board of Overseers (for example, signage created by the Bayside Historical Preservation Society documenting the historical attributes of Bayside) shall be permitted

on Village-owned property.

6.11. Exterior Lighting

Any land use may have adequate exterior lighting to provide for safety during nighttime hours. Lighting may be used that serves security, safety, and operational needs but that would not directly or indirectly affect abutting properties or that would impair the vision of a vehicle operator on adjacent roadways. Lighting fixtures must be shielded or hooded so that the lighting elements are not exposed to normal view by motorists, pedestrians, or adjacent dwellings, and so that they do not unnecessarily light the night sky. Direct or indirect illumination may not exceed 0.2 foot-candles at the Lot line.

6.12. Timber Harvesting

The following standards shall govern timber harvesting.

6.12.1. Harvesting Operations

6.12.1.1. Harvesting operations shall be conducted in such a manner that a well distributed stand of trees is retained.

6.12.1.2. Harvesting activities shall not create single openings greater than 7,500 square feet in the forest canopy.

6.12.1.3. In any stand, harvesting shall remove not more than 40% of the volume of trees six inches or more in diameter, measured four and one-half feet above the ground level, in any 10-year period. Removal of trees less than six inches in diameter, measured as above, is permitted in conformance with all other provisions of this section.

6.12.1.4. Harvesting operations shall be conducted only between 7 AM and 6 PM and in such a manner that minimal soil disturbance results. Adequate provision shall be made to prevent soil erosion and sedimentation of surface waters.

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6.12.2. Slash

No significant accumulation of slash shall be left within 50 feet of the normal high water elevation of water bodies. At distances greater than 50 feet from the normal high water elevation of water bodies, all slash shall be disposed of off-site or left on the ground in such a manner that no part thereof extends more than four feet above the ground.

6.12.3. Roads

No roads requiring earthmoving, cut, or fill shall be constructed.

6.13. Vegetative Cutting

In all Districts and, where applicable, to the extent permitted by the Shoreland Zoning Ordinance, clearing of trees and conversion to other vegetation is allowed for approved construction and landscaping. Clearing for agriculture shall conform to the standards for agriculture of this Ordinance and, where applicable, to the Shoreland Zoning Ordinance. Where natural vegetation is removed in a manner that destabilizes soil or contributes to erosion, the ground must be stabilized either through an appropriate physical barrier, such as a retaining wall, or the area must be replanted with vegetation that is equally effective in retarding erosion and stabilizing soil.

6.14. Water Quality Protection

No activity shall locate, store, discharge, or permit the discharge of any treated, untreated, or inadequately treated liquid, gaseous, or solid materials of such nature, quantity, obnoxiousness, toxicity, or temperature that run off, seep, percolate, or wash into surface or ground waters so as to contaminate, pollute, or harm such waters or cause nuisances, such as objectionable shore deposits, floating or submerged debris, oil or scum, color, odor, taste, or unsightliness, or be harmful to human, animal, plant, or aquatic life.

6.15. Bed and Breakfast

A Bed and Breakfast may be approved by the Zoning Board of Appeals provided that the applicant demonstrates by a preponderance of the evidence that the following criteria have been or will be met:

6.15.1. The applicant shall clearly demonstrate that an adequate water supply has been established that will provide sufficient water for the cooking, bathing, cleaning, and other reasonably anticipated water requirements of the Bed and Breakfast facility as proposed, as well as the established Dwelling.

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6.15.2. The applicant shall clearly demonstrate that a subsurface wastewater disposal (septic) system can be installed in full compliance with the State of Maine Wastewater disposal rules, as from time to time amended. Such system shall be installed and approved in conformance with said rules prior to undertaking a Bed and Breakfast use of the premises.

6.15.3. On-premises (that is, off-street) Parking Spaces shall be provided as follows:

6.15.3.1. Two spaces for the owner/owners of the Bed and Breakfast establishment.

6.15.3.2. One Parking Space for each room offered or to be offered for a fee.

6.15.3.3. A Parking Space shall be no less than 20 feet long by 9 feet wide.

6.15.4. The applicant shall clearly demonstrate that the criteria set forth in Section 6.9 can be met in the establishment and operation of a Bed and Breakfast use as applied for. Conditions may be attached by the permitting authority.

6.15.5. The Bed and Breakfast shall be owner-occupied.

6.15.6. The Bed and Breakfast shall offer no more than five rooms for sleeping accommodations, made available for a fee to transient guests.

6.15.7. The Bed and Breakfast shall not offer any meals to guests other than a morning meal to overnight guests.

7. ADMINISTRATION

7.1. Application for Building Permit

7.1.1. It shall be unlawful to start any work for the purpose of construction, alteration or removal of any Structure unless a building permit has been issued in conformance with this Ordinance and any requirements of the Town of Northport.

7.1.2. Within 15 business days of the filing of an application for a building permit for the construction, alteration, or removal of any Structure, the Code Enforcement Officer shall approve or deny all such applications.

7.1.3. All applications for building permits shall be submitted in writing, in triplicate, and signed by the Lot owner of record to the Code Enforcement

Officer and shall include a site plan, accurately drawn to a suitable scale, showing:

7.1.3.1. The size, shape and location of the Lot to be built upon.

7.1.3.2. The size, shape, Height and location of the Structure to be erected, altered, or removed on the Lot, together with any other Structures on the Lot.

7.1.3.3. Setback lines of any Structures on adjoining Lots.

7.1.3.4. The Lot Coverage calculation.

7.1.3.5. Any other information needed by the Code Enforcement Officer or Zoning Board of Appeals to determine whether or not the provisions of this Ordinance are being observed.

7.1.4. One copy of the application and plans shall be returned to the Applicant by the Code Enforcement Officer marked approved or disapproved. The second copy of the application and plans shall be delivered by the applicant to the Northport Village Corporation office (Attention: Village Agent). The third copy of the application and plans shall be retained by the Code Enforcement Officer and shall be kept on file as a permanent public record.

7.1.5. If no significant progress of construction has been made within one year, beginning with the date the permit was issued, the permit shall expire.

7.2. Permits Required

No building permit shall be issued for any Structure involving the construction, installation or alteration of sanitary plumbing facilities unless any and all subsidiary permits such as plumbing permits, electrical permits, and public utility connection authorizations have been secured.

7.3. Fee

No building permit shall be issued without payment of a fee as set by the Town of Northport.

7.4. Enforcement

7.4.1. It shall be the duty of the Town of Northport Code Enforcement Officer to administer and enforce the provisions of this Ordinance.

7.4.2. If the Code Enforcement Officer shall find that any provision of this Ordinance is being violated, the Code Enforcement Officer shall notify, in writing, the person responsible for such violation, indicating the nature of the

violation and ordering the action necessary to correct it, with a copy of such notification sent to the Northport Village Corporation at office@nvcmaine.org.

7.5. Legal Action and Violation

When the Code Enforcement Officer finds that a violation of any provision of this Ordinance persists in spite of attempted enforcement, the town attorney (as designated by the Select Board) is hereby authorized and directed to institute any and all actions and proceedings, either legal or equitable, that may be appropriate and necessary to enforce the provisions of this Ordinance in the name of the Town of Northport. The Town shall keep the Northport Village Corporation advised of all such action.

7.6. Penalties for Violation

Any person violating any provision of this Ordinance shall be guilty of a misdemeanor and, on conviction, shall be fined not less than \$20.00 nor more than \$1,000.00. Each day such a violation is permitted to exist after notification shall constitute a separate offense.

7.7. Appeals

Appeals from any written decision of the Code Enforcement Officer shall be taken pursuant to the Town of Northport's Building Permit Ordinance.

7.8. Conditional Use Permits

7.8.1. Authorization

The Zoning Board of Appeals is hereby authorized to hear and decide upon applications for Conditional Use Permits, in accordance with state law and the provisions of this Ordinance and the Town of Northport Building Permit Ordinance.

7.8.2. Factors Applicable to Conditional Uses

7.8.2.1. In considering a Conditional Use Permit, the Zoning Board of Appeals shall evaluate the immediate and long-range effects of the proposed use, giving due consideration to promoting the public health, safety, convenience, and welfare, encouraging the most appropriate use of the land, and conserving property values.

7.8.2.2. The Zoning Board of Appeals shall also consider the following factors:

(a) The prevention and control of air and water pollution.

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- (b) The compatibility of the proposed use with adjacent land uses.
- (c) The amount and type of wastes to be generated by the proposed use, including surface water runoff, and the adequacy of the proposed disposal systems.
- (d) The impact of the proposed use on the peace and tranquility of the neighborhood and the quiet enjoyment of other neighborhood properties.

7.8.3. Conditions Attached to Conditional Uses

The Zoning Board of Appeals may attach such conditions, in addition to those required elsewhere in this Ordinance, that it finds necessary to further the purposes of this Ordinance. Such conditions may include, but are not limited to, specifications for: type of vegetation; increased setback requirements; specified sewage disposal or water supply facilities; landscaping and planting screens; periods of operation; operational controls; professional inspection and maintenance; sureties; deed restrictions; restrictive covenants; location of parking areas and Signs; type of construction; or any other conditions necessary to fulfill the purposes of this Ordinance.

ATTESTATION

I certify that this to be a true and complete copy of the Zoning Ordinance of the Northport Village Corporation, Northport, Maine, enacted the 14th day of September, 2025.

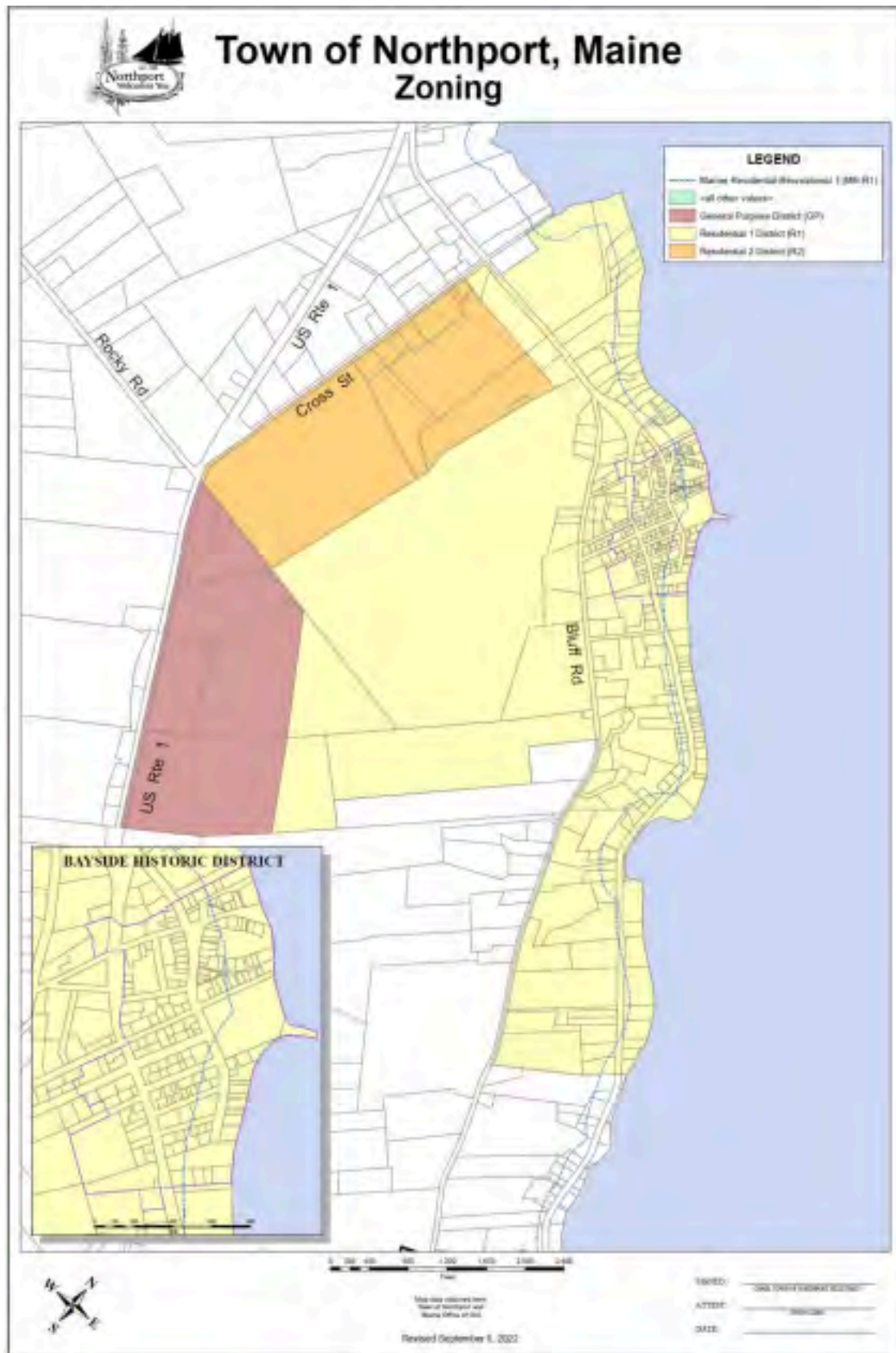
ATTEST: /s/ Maureen Einstein
Clerk, Northport Village Corporation

Date: September 14, 2025

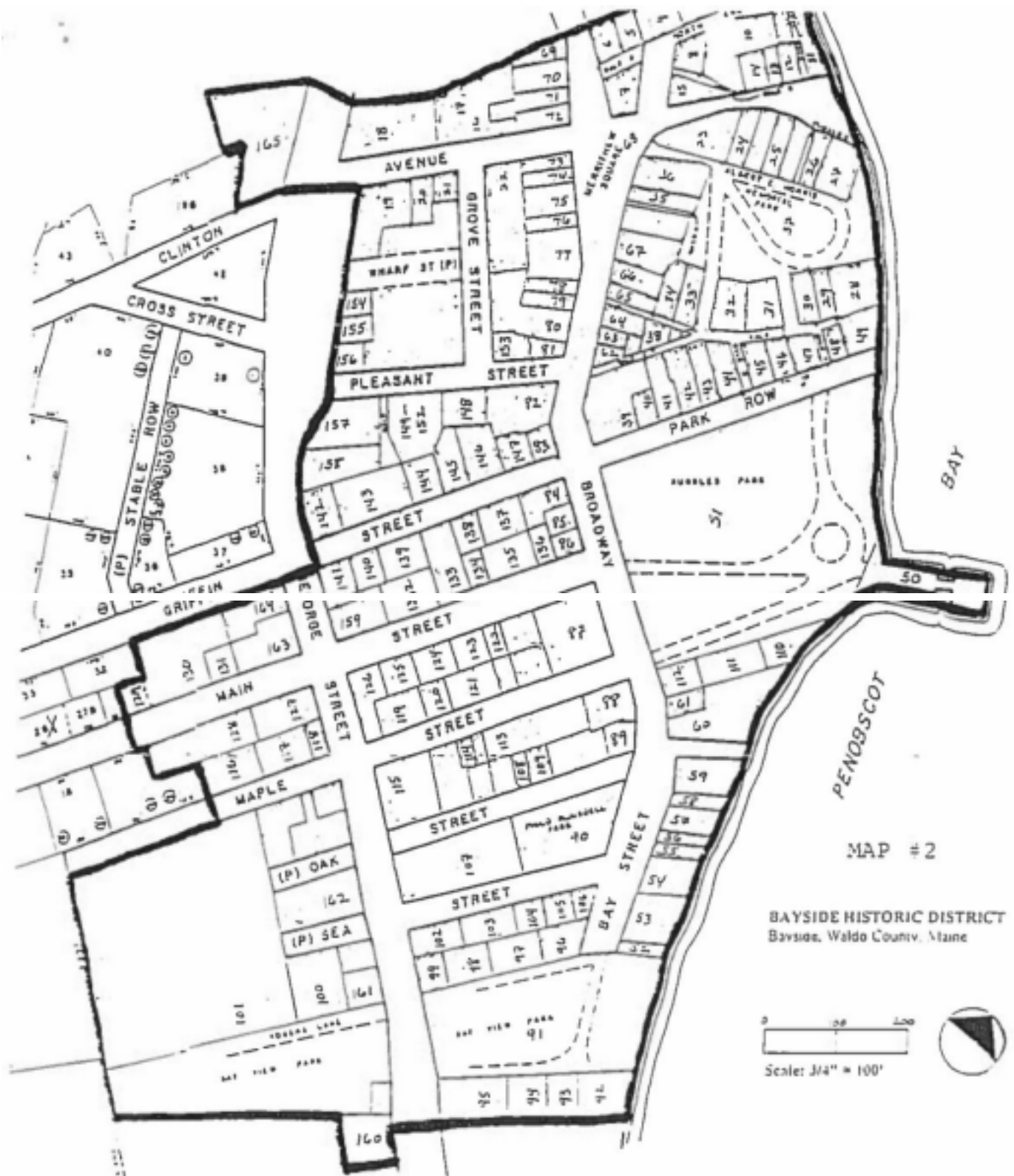
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EXHIBIT A

Zoning Map of the Northport Village Corporation



A-1
EXHIBIT B
Map of the Bayside Historic District



B-1

EXHIBIT C

Basic Requirements Matrix for NVC Zoning Ordinance Districts

Basic Requirement	Historic	R-1	R-2	GP
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Minimum Lot size, <i>without</i> access to a public sanitary sewer system	20,000 square feet			
Minimum Lot size, <i>with</i> access to a public sanitary sewer system	2,500 square feet	10,000 square feet	20,000 square feet	20,000 square feet
Minimum road Frontage	50 feet	75 feet	100 feet	100 feet
Minimum setbacks	6 feet from a property line 8 feet from a Building on adjacent property	10 feet from a property line 15 feet from a Building on adjacent property	Front: 50 feet Side: 10 feet Rear: 20 feet	Front: 50 feet Side: 10 feet Rear: 20 feet
Height limit for Non Conforming Structures	Existing Height (+ 3 feet if foundation is added, but subject to maximum Height of 35 feet)			
Height limit for Conforming Structures	35 feet			
The Lot Coverage limit, including land area previously developed	Lots equal to or less than 2,500 square feet: 45% Lots equal to or less than 5,000 square feet, but more than 2,500 square feet: the greater of 35% or 1,125 square feet of Lot Coverage Lots greater than 5,000 square feet: the greater of 20% or 1,750 square feet of Lot Coverage	20%	20%	20%
Minimum off-street Parking Spaces	One	Two	Two	Not applicable

provided on the Lot				
Sanitary sewer system connection	Every Dwelling Unit, including Accessory Dwelling Units, must have a separate connection to a sanitary sewer system or a subsurface wastewater disposal system. Where a sewer system is available, each unit must have a separate connection to that system. Where a sewer system is unavailable, each unit must have a subsurface wastewater disposal system connection as permitted by the Code Enforcement Officer.			

From: Michael Tirrell <mtirrell@nvcmaine.gov>
Subject: Fwd: Fires on beach
Date: September 11, 2025 at 10:17:15 AM EDT
To: Janae Novotny <president@nvcmaine.gov>

Janae:

I'm forwarding to you, for inclusion in the Overseers meeting board packet for the September meeting, the email below from John Bartusek of 752 Shore Road.

Mr. Bartusek (copied here) contacted me in my capacity as chair of the Safety Committee to express concern about beach fires – specifically the fires held occasionally this summer on the beach in front of his cottage. He details below his understanding that the fires are conducted on the beach by the owners of 750 Shore Road and their friends.

I recall from an earlier board discussion that the Governance Committee would be looking to explore changes in our Fire Ordinance. Mr. Bartusek's concern is in line those raised earlier by me that fires on the beach are a hazard that should be looked at more closely and with an eye towards a potential ban.

This is submitted for inclusion in the September Overseers' meeting agenda.

Thanks,
Michael

Begin forwarded message:
From: John Bartusek <jbartusek@gmail.com>
Subject: Fires on beach
Date: September 4, 2025 at 10:10:32 AM EDT
To: Mtirrell@nvcmaine.gov

Hi Michael,

As we discussed today, we have observed unwanted fires occasionally on the shore in front of our cottage this summer.

Although the fire ring has been built in front of our property, we believe it is the family of the owners of 750 Shore Rd (and perhaps with their friends) who are making the fires.

Attached is a link to some photos of a fire ring at the bottom of our (storm damaged) steps, and some short videos of fires at the same fire ring location captured by our security camera from our front porch.

<https://photos.app.goo.gl/8ha7TPPQD27WYyS36>

Please let me know if you have any trouble accessing the photos/
videos.

Thanks,
John Bartusek
752 Shore Road
240-476-0058

GENERAL EMAIL NOTICE: Under Maine's Freedom of Access Law (also known as "Right to Know"), documents in the possession of public officials about village business are classified as public records. This includes email. Therefore, if anyone requests to see it in writing, we are required to provide it to them. There are very few exceptions to this. The Village of Northport welcomes feedback and questions from our residents, but please keep in mind that it may be shared as it is a public document.