



June 8, 2025 – 8:00 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 at:

<https://us02web.zoom.us/j/89685517495?pwd=eTJDS3g3aUpvR2p4cVQ2L3NEVIVoUT09>

*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 May 11, 2025 meeting minutes.*
- President's Report*
 - Recommendation to approve Ruggles Park use request.
 - Recommendation to approve Yacht Club's Community Hall use request.*
 - Recommendation to appoint Voter Registration Committee.
- Treasurer's Report*
- Village Agent Report*
- Office Manager's Report*
- Governance Committee Report
 - Recommendation to adopt a proposed Policy for the Use of Public Spaces and Parks and Request Form.*
 - Recommendation to approve an amendment to the Policy for Preservation of Public Spaces to correct an error in who can vote on changes for public land;*
 - Recommendation to approve a revision to Zoning Ordinance* and request to hold a public meeting on proposed changes.
- Utilities Committee Report
 - Recommendation to amend the Utilities Ordinance to modify the rate structure.*
- Parks & Trees Committee/Tree Warden Report
 - Recommendation to approve request of Margaret Wolley, 38 Clinton, to remove, at her expense, a tree on NVC property whose roots are damaging her porch.
- 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 and signature.

*Written materials submitted.

- Draft May 11, 2025 Board meeting minutes

- June 2025 President's Report
- June 2025 Treasurer's Report
- June 2025 Village Agent Report
- June 2025 Office Manager Report, including various financial reports
- Proposed Policy for the Use of Public Spaces and Parks and Request Form.*
- Proposed amendment to the Policy for Preservation of Public Spaces to correct an error in who can vote on changes for public land;*
- Proposed revision to Zoning Ordinance*
- Proposed revision to Utilities Ordinance regarding a ready-to-serve fee structure.*

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, May 11, 2025**

Overseers, Officers and Staff Present: Celine Bewsher; Fred Lincoln (via Zoom); Vicky Matthews; Kris Mix (via Zoom); Elaine Moss (via Zoom); Michael Tirrell (via Zoom); Jeffrey Wilt; President Janae Novotny; Treasurer Wendy Huntoon; Village Agent Bill Paige; Officer Manager Trish Parker; Clerk Maureen (Beanie) Einstein (via Zoom)

Public Comments:

Dan Webster (670 Shore Road) - Will send out a notice re: Watercraft Registrations to the community via his website baysidemaine.com.

Dan Webster (670 Shore Road) - Regarding Ned Lightner's proposed donation - planting perennials in Blaisdell Park and other Village locations - approving this donation would set a bad precedent for use of village property; the plantings now in place in Blaisdell were planted without Overseer approval.

The Meeting was called to order at 9:05 a.m.

Opening bids for grounds maintenance contract and possible approval

Village Agent Bill Paige opened the two sealed bids we received - one from Lawns R' Us and one from James Knight (who currently has the contract which expires in September 2025.) These bids are for a three-year contract, 2026, 2027 and 2028.

Lawns R' Us - Total: **\$106,930.00** (\$34,595.00, \$35,633.00, \$36,702.00)

James Knight - Total: **\$46,000.00** (\$15,000.00, \$15,500.00, \$15,500.00)

Action: Vicky M. made a motion, seconded by Jeffrey W. to accept the bid from James Knight for grounds maintenance for 2026, 2027 and 2028 for a total of \$46,000.00. Voted: Unanimous.

Approval of the Minutes of the Sunday April 13, 2025 Overseers Meeting

Janae N. asked if there were any questions/comments regarding the minutes of the April 13, 2025 Overseers meeting distributed prior to the meeting.

Action: Jeffrey W. made a motion, seconded by Fred L., to approve the minutes of the April 13, 2025 meeting, distributed prior to the meeting as written. Voted – Unanimous.

President's Report - Janae Novotny

Consideration of a motion to support Town of Northport's new Town Hall/Community Center/Fire Station Project. (Information on this project is available on the Town of Northport's website.)

Action: Michael T. made a motion, seconded by Elaine M., to support the Town of Northport's project for a new Town Hall/Community Center/Fire Station Project. Voted – Unanimous.

Review proposed Donuts & Dialog dates and topics.

June 28 - Proposed 2026 NVC Budget

July 12 - Recent developments with the NVC Utilities Department

July 26 - Why a village and a town?

August 9 -Infrastructure Needs

The July 26 meeting, "Why a village and a town?" is in conflict with the yacht club's annual yard sale. This Donuts & Dialog was rescheduled for July 19th at 8:00 a.m. in the Community Hall (downstairs) with a virtual component.

President Janae N. appointed, in accordance with NVC Bylaws, a Nominating Committee for 2025, as follows: Blair Einstein, Bill Cressey, Amanda Hickman, Judy Metcalf and Joe Reilly.

The Overseers June 8, 2025 meeting will begin at 8:00 a.m. and the earlier start time will continue through the summer months. This 8:00 a.m. start continues with the tradition that has been done in previous years for the summer months.

Village Agent Report - Bill Paige

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

Consideration of Ned Lightner's proposed donation - planning perennials in Blaisdell Park and other Village locations. This proposal was circulated prior to the meeting.

Bill P. - If the above donation was approved it would delay mowing until the end of June. Tall grass is a haven for mosquitos and ticks; that i the reason we begin mowing early to keep these populations down.

Ned Lightner (Maple Street) explained his proposal.

After thorough discussion, Michael T. recommended that the proposal be referred to the Parks & Trees Committee for their recommendation. Tree Warden and Chair of the Parks & Trees Committee, Viicky Matthews, agreed.

Treasurer's Report - Wendy Huntoon

Wendy H. referred the Overseers to her written report with attachments circulated prior to the meeting. We are ready to start the 2024 audit next week. She thanked Trish P. for all her hard work in getting the necessary documents to Purdy Powers.

Due to a time conflict, the Board of Overseers will hold a final budget workshop for the 2026 budget on Saturday morning, May 17, from 9-10 a.m.. This date was moved from the final budget workshop originally scheduled for May 18 from 9-10 a.m. The workshop will be held at Community Hall (downstairs) with a virtual component.

Michael T. acknowledged and thanked Wendy and Trish for all their hard work and time put into streamlining this process to get the audit started.

Office Managers Report - Trish Parker

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

Governance Committee - Elaine Moss

At the June Overseers meeting the Committee will be bringing a heavily redlined version of NVC's Zoning Ordinance. The Town of Northport's CEO and architects were reading the Ordinance in a different way than was intended when the Ordinance was written. The Committee will bring the redlined version for Overseer review and recommendation. After review and recommendation of the Overseers, the Committee will schedule a public meeting. After the public meeting, the Committee will bring public comments and input back to the Overseers for adoption of the Ordinance.

Recommendation to adopt a Policy for the Use of Public Spaces & Parks (circulated prior to the meeting).

A lengthy and thorough discussion ensued. Questions for inclusion in the Policy were private security, bathroom facilities and insurance. The recommended Policy for the Use of Public Spaces & Parks was returned to the Governance Committee for review. Elaine M. will bring the Policy back to the Committee for revision which will include: General Use of Public Land section and a Scheduled Events section.

Non-compliant use of our parks - Elaine M. recommended sending a reminder to Village residents that the Village right-of-ways & parks are not for personal use. It is not okay to use land that isn't yours.

Utilities Committee - Jeffrey Wilt

There were no exceedances in March, the Trustees believe due to the regularity of our pumping regimen.

Recommendation to amend the Utilities Ordinance to modify the rate structure

As stated previously, our sewer connections are at a maximum. There were 252 connections available and 252 connections are being used. Within that 252, there are seven connections that are homeowners who have received a permit to connect but have not done so yet. The Utility Trustees are recommending that we modify our rate structure to include "a ready to serve" fee for homeowners who have received a permit and are not connected or for owners who have an "uninhabitable" residence.

The Committee is recommending that the fee would be 25% of the base trimester rate. Based on the 2024 rate the cost would be \$322.00 per year for the 7 permit hook-ups that are not in use. If the Overseers approve the Utilities recommendation, this approval will be sent back to the Utility Trustees to schedule a public hearing to give the public the opportunity to comment on the rate change. After that, it will be brought back to the Overseers for adoption of this recommendation.

Jeffrey W. made a motion, seconded by Michael T., that the Overseers adopt the following modification and addition to the Utilities Ordinance (circulated prior to the meeting):

"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.

Owners of residences which have 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 received a permit to connect to the Sewer System 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 Ready to Serve Fee 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 252 connections as maximum available connections.
 - a. No property owner is entitled to a connection simply because they own property within the service area of the Sewer System.”

A lengthy discussion ensued regarding uninhabitable property.

Voted - Passed, 6 affirmative; Kris M. opposed.

Infrastructure Committee - Celine Bewsher

The Town of Northport has been awarded a \$75,000 Community Resilience Partnership Action Grant for Bayview Park. We are very thankful for the Town’s partnership with Bayside for this Grant. We have the final designs for Bayview Park’s shoreline. These designs will be posted on the NVC’s website: nvcmaine.gov

Town Liaison - Janae Novotny

The Town’s Annual Roadside Clean-Up is scheduled for May 17, 8:00 a.m.-12:00 noon; encouraged Villagers to attend.

Beginning May 15, 2025 the Code Enforcement Office will be open on Thursdays instead of

The Town of Northport’s Annual Town Meeting is June 14 at the Drinkwater School at 6:00 p.m.

The Town is supporting an application to remove upper and lower Little River Dam to restore natural water flow.

Executive Session - Board went into Executive Session at 10:39 a.m., and returned at 10:44 a.m. Michael T. made a motion, seconded by Jeffrey W. to employ Danielle Hicock and Aiden Huck as summer lifeguards at the hourly rate of \$22.00. Voted: Unanimous.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

and

Janae Novotny, President

**Northport Village Corporation
President's Report
June 8, 2025**

Requests to use Ruggles Park

The Governance Committee's work on a policy for use of public spaces and parks and a related request form is very timely.

Laura Wallar, a Northport resident, requested to hold a graduation party for about 25 people in the park on June 7, from 1:00 p.m. – 4:00 p.m., including clean-up time. She also inquired about the possibility of renting tables and chairs for her event. For several reasons, after speaking with her, I approved her request to hold a party in the park. There was insufficient time for Board approval; her request was reasonable, she understood the conditions of use, and individuals have held similar events in the park in the past without asking permission. I reviewed with her the necessary conditions and requirements for using the park – no public restrooms or trash receptacles available and everything brought into the park must be removed at the end of the event. I also reminded her of our parking ordinance. I also approved her use of a grill, which she would bring and remove from the park. Again, other people have grilled in the park without asking permission, and we have no current restrictions on the use of grills.

Finally, I explained to her that we do not rent tables and chairs for use outside of Community Hall. As Bill has noted in his reports, some tables and chairs are missing from our inventory.

GWI

The Town contacted me about GWI's possible use of Community Hall for a community event to celebrate the completion of their fiber rollout in Northport and to encourage people to sign up. You may know that GWI, a Maine-owned company, was the only high-speed internet provider willing to work with the Town to install cable throughout the rural and more isolated areas of the Town. I referred GWI to Trish to learn what they had in mind. After talking to Trish, GWI representatives are thinking of an event in Ruggles Park with a food truck on one of two available dates later this month. GWI is still in the talking and planning stage. They are informed of the park's limitations – no public restrooms or trash receptacles and the requirement that they clean up and remove all trash, etc. after the event.

Recommendation: That the Board authorize the President to review any formal request from GWI to hold a community event in Ruggles Park, determine whether it meets the NVC's conditions and approve a compliant request.

Facilities Use Request

Recommendation: That the Board approve the Northport Yacht Club's request for the use of Community Hall for the annual pancake breakfast from 6 – 11:30 a.m. on August 3, 2025 and as a rain location for the Club's annual meeting on August 9, from 6 p.m. to 9:00 p.m., subject to the Club's payment of the annual \$200 fee to support NVC facilities.

Appointment of the Voter Registration Committee

The NVC By-laws require the President to appoint, with the advice and recommendation of the Board, a Voter Registration Committee by June 30 of each year. Judy Metcalf has led this committee for many years, and she has volunteered to mentor a new chair this year. The Bylaws also provide that committee chairs are appointed from the Board of Overseers. I also propose to appoint Patti Wright and Lisa Fryer to the committee to check in voters at the annual meeting. They have performed this function in the past and are willing to serve again this year. I propose the appointment of Judy Metcalf, Patti Wright and Lisa Fryer to the committee in addition to a Board member willing to learn the process and to serve as Chair for the remainder of their term of office.

Other issues

Again this year, I will be reaching out to Waldo County Sheriff Jason Trundy to request that, schedules and workloads permitting, his department provide a law enforcement presence in the village with occasional “drive throughs” on Broadway, George Street and Bluff Road.



FACILITIES USE REQUEST FORM

Date(s) 8/3/2025 / 8/9/2025
Name Jim Facey / Northport Yacht Club
Address PO Box 957, Belfast ME 04915
E Mail Jim.Facey@gmail.com
Telephone # 860 841 2067

Northport/Bayside Resident? [X] N Bayside taxpayer? [X] N
Space Requested: Community Hall Community Room

Rental purpose NYC MEETING / Annual Pancake Breakfast (NYC) 8/3
also as backup date 8/9 in case of rain

Rate: Hourly (\$25/hr) Day (\$150/day) [X] 6 AM to 11:30 AM
Kitchen Usage Fee (\$50/day) [X] (when food is involved, not beverages only)

Chairs - \$50.00/day # of chairs requested
Tables - \$50.00/day # of tables requested

Proof of Insurance must be received a minimum of 30 days prior to the event and attached to this document (date received)

Date and time requested 5/3/2025

By signing this document, you agree that you are the responsible party for this event, and you have read the community hall usage rules and agree to abide by them.

Signed [Signature] Rental payment is due within 7 days of approval of this reservation request.

Payment received \$ By
(NVC office admin.) Date

Treasurer's Report
06/08/2025

- Warrants, Financial Reports, Bank Statements
 - Provided by Office Manager:
 - May Warrants, 2025 Financial Reports and current Journal Entry Reports
 - Bank Statement – May 2025 bank statements available in the office after June 15th.
- 2026 Budget Workshops
 - Fourth workshop held on May 17, 2025.
 - Proposed 2026 budget attached.
 - Resolves a calculation error. Interest Paid (6170) was counted twice in the budget. Budget has been corrected with an additional \$2,000 put into reserves for 2026 (7100)
 - Estimated Millage information is included.
 - Will not be approved by Overseers until after the Town of Northport Annual meeting on June 16, 2026.
 - 2026 proposed budget is \$96 more than the approved 2025 budget.
 - Budget is based on using reserves to fund the purchase of a new float in 2026 and to fund NVC's contribution to the Bayview Park repairs.
 - Draft 2026 Budget Narrative is attached. It will be finalized once the 2026 budget is approved by the Overseers, expected after the June Town of Northport Annual meeting.
- 2024 Audit is on track. Currently no outstanding questions from the auditors.
 - Identified items for the Finance Manager to do to maintain appropriate separation of functions.
 - Updates to the NVC General Ledger will occur after the audit is completed.
- Line of Credit
 - NVC's bond counsel is no longer available thus a new bond counsel must be found to proceed with the LoC.
- Cash On Hand
 - Attached 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.

	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments
Revenue						
4000 Revenue						
4100 General Government Revenue						
4200 General Operating Revenue						
4210 RE Tax Revenue						
4216 2025 RE Tax Revenue	\$509,727.00	\$509,823.00	\$96.00	0.02%		Not final; account code updated in final budget
Total 4210 RE Tax Revenue	\$509,727.00	\$509,823.00	\$96.00	0.02%		
4230 Town of Northport Revenue	\$30,000.00	\$30,000.00	\$0.00	0.00%		To be decided at Northport Annual Meeting
4235 Rent from Utilities	\$0.00	\$0.00	\$0.00	0.00%		
4240 Watercraft Registration Revenue	\$3,770.00	\$5,760.00	\$1,990.00	52.79%		\$75 rowboats (42) and \$30 small watercraft (87);
Total 4200 General Operating Revenue	\$543,497.00	\$545,583.00	\$2,086.00	0.38%		
4300 General Non-Operating Revenue						
4310 Interest Income (G)	\$4,000.00	\$6,000.00	\$2,000.00	50.00%		2026 Interest rates may be lower
4320 Community Hall Rentals	\$750.00	\$600.00	-\$150.00	-20.00%		Reduce to \$600 which is the committed rental (NYC, Bayside Arts and BHPS)
Total 4300 General Non-Operating Revenue	\$4,750.00	\$6,600.00	\$1,850.00	38.95%		
Total 4100 General Government Revenue	\$548,247.00	\$552,183.00	\$3,936.00	0.72%		
Total 4000 Revenue	\$548,247.00	\$552,183.00	\$3,936.00	0.72%		
Total Revenue	\$548,247.00	\$552,183.00	\$29,023.00	0.72%		
Gross Revenue	\$548,247.00	\$552,183.00	\$3,936.00	0.72%		
Expenditures						
6000 Expenses						
6010 1099 Contractors						
6020 Contracted Services						
6021 Mowing & Trimming Service	\$12,550.00	\$15,000.00	\$2,450.00	19.52%	100%	Updated to reflect 2026 mowing costs
6022 Trash Collection	\$24,000.00	\$24,900.00	\$900.00	3.75%	100%	contract thru 9/17/2026; Increase for last 3 months
Total 6020 Contracted Services	\$36,550.00	\$39,900.00	\$3,350.00	9.17%		
6036 Bookkeeping	\$8,840.00	\$10,000.00	\$1,160.00	13.12%	34%	Assumes increase in hourly rate.
Total 6010 1099 Contractors	\$45,390.00	\$49,900.00	\$4,510.00	9.94%		
6050 Auto Expenses						
6051 Auto Fuel Expense						
6052 Cruiser Fuel	\$1,600.00	\$0.00	-\$1,600.00	-100.00%	100%	Remove for 2026 budget
6053 Truck Fuel	\$2,000.00	\$1,500.00	-\$500.00	-25.00%	50%	2024 Actual \$1000
Total 6051 Auto Fuel Expense	\$3,600.00	\$1,500.00	-\$2,100.00	-58.33%		
6055 Auto Repairs & Maintenance						
6056 Cruiser Maintenance	\$3,520.00	\$0.00	-\$3,520.00	-100.00%	100%	Remove for 2026 budget
6057 Truck Maintenance	\$4,000.00	\$4,000.00	\$0.00	0.00%	50%	50/25/25; should that be changed?
Total 6055 Auto Repairs & Maintenance	\$7,520.00	\$4,000.00	-\$3,520.00	-46.81%		
6058 Mileage Expenses						
6059 Accrue for Truck Replacement	\$16,350.00	\$16,350.00	\$0.00	0.00%	100%	Continues increased truck accrual as well as sander and plow
Total 6050 Auto Expenses	\$27,470.00	\$21,850.00	-\$5,620.00	-20.46%		
6065 Community Events	\$600.00	\$600.00	\$0.00	0.00%	100%	Dialog & Donuts; other community events
6070 Employee Wages & Benefits						
6075 Employee Benefits						
6076 Company Paid Benefits	\$4,000.00	\$4,000.00	\$0.00	0.00%	34%	Insurance, Employee W/S payments, & MMA benefits
6077 Income Protection Plan	\$700.00	\$700.00	\$0.00	0.00%	34%	
Total 6075 Employee Benefits	\$4,700.00	\$4,700.00	\$0.00	0.00%		
6080 Employee Salaries & Wages						
6083 Lifeguard Wages	\$11,200.00	\$10,200.00	-\$1,000.00	-8.93%	100%	2024 Actuals; 7 days 7 hours per day
6084 Office Personnel Wages	\$18,033.00	\$20,000.00	\$1,967.00	10.91%	34%	Review; may be too low when holiday time is taken into account
6084.5 Finance Manager	\$7,947.50	\$4,000.00	-\$3,947.50	-49.67%	34%	Based on expected 2025 actuals
6085 Police Wages	\$10,100.00	\$0.00	-\$10,100.00	-100.00%	100%	Removed for 2026
6088 Village Agent Wages	\$32,450.00	\$44,180.00	\$11,730.00	36.15%	100%	Based on expected 2025 actuals
6088.5 Village Agent Assistant	\$5,200.00	\$5,200.00	\$0.00	0.00%		4 hours per week, 52 weeks @ \$25 per hour; consider increasing
6089 Village Officials Wages	\$650.00	\$650.00	\$0.00	0.00%	100%	No change

	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments
6090 Winter Roads Wages	\$10,140.00	\$8,000.00	-\$2,140.00	-21.10%	100%	Accounted here for insurance purposes; 200 hours
Total 6080 Employee Salaries & Wages	\$95,720.50	\$92,230.00	-\$3,490.50	-3.65%		
6095 Payroll Processing Expenses	\$2,200.00	\$2,200.00	\$0.00	0.00%	Per Employee	
6096 Payroll Tax Expenses	\$6,800.00	\$6,800.00	\$0.00	0.00%	50%	Is general 50% of the total payroll tax? This is broken out per employee per payroll separate for each department TP
Total 6096 Payroll Tax Expenses	\$6,800.00	\$6,800.00	\$0.00	0.00%		
Total 6070 Employee Wages & Benefits	\$109,420.50	\$105,930.00	-\$3,490.50	-3.19%		
6150 Information & Notices	\$3,250.00	\$1,500.00	-\$1,750.00	-53.85%	100%	
6160 Insurance						
6161 Property & Casualty Insurance	\$6,250.00	\$7,700.00	\$1,450.00	23.20%	Spreadsheet	Increased 10%
6162 Workers Comp Insurance	\$5,500.00	\$5,500.00	\$0.00	0.00%	Per Employee	TBD from payroll
Total 6160 Insurance	\$11,750.00	\$13,200.00	\$1,450.00	12.34%		
6170 Interest Paid		\$2,000.00	\$0.00			
6190 Legal & Professional Services						
6191 Auditing Services	\$9,000.00	\$7,500.00	-\$1,500.00	-16.67%	30/30/40%	Assumes \$25K for 2025 audit in 2026
6192 Engineering Fees	\$10,000.00	\$10,000.00	\$0.00	0.00%		
6193 Legal Fees	\$10,000.00	\$10,000.00	\$0.00	0.00%	100%	Resort Fee; fire remediation
Total 6190 Legal & Professional Services	\$29,000.00	\$27,500.00	-\$1,500.00	-5.17%		
6210 Licenses, Permits and Fees						
6240 Membership Dues	\$750.00	\$750.00	\$0.00	0.00%	100%	
6260 Office Supplies	\$5,000.00	\$1,500.00	-\$3,500.00	-70.00%	34%	Based on actuals
6285 Postage	\$500.00	\$500.00	\$0.00	0.00%	100%	Includes postage for Town mailing
6330 Repairs & Maintenance						
6331 Building Repairs & Maintenance	\$8,000.00	\$33,000.00	\$25,000.00	312.50%	100%	Includes MMA recommendations; do not increase for Bayveiw park - use Reserves
6332 Cleaning	\$2,000.00	\$2,000.00	\$0.00	0.00%	34%	\$2000 for General's portion. (includes upstairs)
6333 Grounds General Maintenance	\$18,000.00	\$18,000.00	\$0.00	0.00%	100%	For non-roads or non-wharf maintenance costs including storms
6334 Road Maintenance	\$51,850.00	\$40,000.00	-\$11,850.00	-22.85%	100%	Review
6336 Tree Maintenance	\$10,800.00	\$10,800.00	\$0.00	0.00%	100%	\$7,800 for routine \$3K tree treatments
6337 Wharf & Floats Maintenance	\$41,000.00	\$41,000.00	\$0.00	0.00%	100%	Routine wharf maintenance; Bayside Marine; Take \$20K out of reserves for float
6342 General Repairs & Maintenance	\$4,100.00	\$4,100.00	\$0.00	0.00%	100%	
6343 Library Operations & Maintenance	\$500.00	\$500.00	\$0.00	0.00%	100%	Roof repair included in 6331
Total 6330 Repairs & Maintenance	\$136,250.00	\$149,400.00	\$13,150.00	9.65%		
6344 Safety Committee Operations	\$150.00	\$150.00	\$0.00	0.00%	100%	No change
6345 Software	\$5,000.00	\$3,500.00	-\$1,500.00	-30.00%	34%	2024 actuals: (QBs \$750, Old QBs \$600), \$1000 IT, \$500 Google TP)
6360 Tax Collection Fees	\$10,100.00	\$11,870.00	\$1,770.00	17.52%	100%	2% of the total tax revenue collected plus \$970 for software
6370 Training						
6371 Police Training	\$500.00	\$0.00	-\$500.00	-100.00%	100%	
Total 6370 Training	\$500.00	\$0.00	-\$500.00	-100.00%		
6390 Uniforms, Equipment & Supplies						
6391 Lifeguard Uni/Equip/Supp	\$750.00	\$1,000.00	\$250.00	33.33%	100%	Increase to \$1000 - per Bill
6392 Police Uni/Equip/Supp	\$1,000.00	\$0.00	-\$1,000.00	-100.00%	100%	
Total 6390 Uniforms, Equipment & Supplies	\$1,750.00	\$1,000.00	-\$750.00	-42.86%		
6400 Utilities						
6401 Electricity Expense	\$1,200.00	\$1,200.00	\$0.00	0.00%	34% CH 100% Lib	fbl: suggest 10% increase vs. 2025 budget
6402 Oil/Propane	\$1,000.00	\$500.00	-\$500.00	-50.00%	34%	Based on \$425 iin 2024
6403 Fire Remediation	\$6,429.00	\$25,000.00	\$18,571.00	288.86%	100%	Adjusted, includes \$6,429 for the hydrant fee.
6405 Street Lights	\$8,000.00	\$8,000.00	\$0.00	0.00%	100%	Consider 10% increase
6406 Telephone & Internet Expense	\$600.00	\$600.00	\$0.00	0.00%	34%	Based on actuals
6407 Water & Sewer	\$3,200.00	\$3,200.00	\$0.00	0.00%	34%	Comparing 2023 actuals and rate increases; ask for updated amount
Total 6400 Utilities	\$20,429.00	\$38,500.00	\$18,071.00	88.46%		
Total 6000 Expenses	\$407,309.50	\$429,650.00	\$22,340.50	5.48%		
6800 Bond Expenses						Updated with 2026 amounts, per respective Amortization Schedules
6812 2009 MMBB Bond Principal	\$0.00	\$0.00	\$0.00	0.00%		Last payment in 2024
6813 2009 MMBB Bond Interest	\$0.00	\$0.00	\$0.00	0.00%		Last payment in 2024
6816 2013 MMBB Refinance Bond Principal	\$6,067.08	\$6,285.50	\$218.42	3.60%	15%	Split 15/30/55 G/S/W; ends 2033
6817 2013 MMBB Refinance Bond Interest	\$1,365.66	\$2,512.91	\$1,147.25	84.01%	15%	Split 15/30/55 G/S/W; ends 2033; budget error 2025

	2025 Approved	2026 Budget	Change	% change	Split G/S/W	Comments			
6818 2015 BHBT Bond Principal	\$21,664.31	\$0.00	-\$21,664.31	-100.00%	100%	Last payment 2025			
6819 2015 BHBT Bond Interest	\$428.46	\$0.00	-\$428.46	-100.00%	100%	Last payment 2025			
6820 2021B MMBB Bond Principal	\$45,019.90	\$45,429.58	\$409.68	0.91%	100%	Last payment 2049			
6821 2021B MMBB Bond Interest	\$38,014.86	\$37,605.18	-\$409.68	-1.08%	100%	Last payment 2049; full interest payment from budget; none from reserves			
Total 6800 Bond Expenses	\$112,560.27	\$91,833.17	-\$20,727.10	-18.41%					
Total Expenditures	\$519,869.77	\$521,483.17	\$1,613.40	0.31%					
Net Operating Revenue	\$28,377.23	\$30,699.83	\$2,322.60	8.18%		Remaining before contingency funds are used.			
Other Expenditures									
7100 Contingency Expenses	\$28,377.00	\$30,700.00	\$2,323.00	8.19%		\$10K Contingency, \$6.7K Payroll, \$12K operating Reserves;			
Total Other Expenditures	\$28,377.00	\$30,700.00	\$2,323.00	8.19%					
Net Other Revenue	-\$28,377.00	-\$30,700.00	-\$2,323.00	8.19%					
Net Revenue	\$0.00	\$0.00	\$0.00	0.00%		Budget always balances			

**Northport Village Corporation (NVC)
General Government
2026 Proposed Budget**

This document summarizes NVC's 2026 General Government proposed budget, highlighting the key elements and providing comparison to the 2025 approved budget. NVC accounting is on a calendar year basis (Jan. 1 – Dec. 31). The below information represents NVC General Government activities only and excludes costs apportioned to NVC's Water and Wastewater departments.

Methodology: Various estimating methods were utilized by the board of overseers and officers to develop the 2026 proposed budget. These include historical years' trend analysis, quotes, committee chair estimate data, detailed reviews with the Village Agent, and NVC office staff input consideration.

2026 Total Expenses: \$552,183.00 (\$3,936.00 increase vs 2025 approved budget)

Repairs & Maintenance

Total 2026: \$149,400 (27.1% of total budget), representing an increase of 9.7% vs. the prior year. This category reflects maintenance of Village Roads, Wharf & Floats, Grounds/Parks, Tree Maintenance, Building Repairs, Community Hall Cleaning, and Library upkeep.

The 2026 net increase is driven by the addition of \$25,000 to cover the estimated value of MMA upgrade recommendations in 2026, partially offset by a \$11,850 decrease in road maintenance costs.

Employee Wages and Benefits

Total 2026: \$105,930 (19.2% of total budget), a decrease of \$3,490 vs. the prior year. This category represents personnel wages, benefits, and payroll taxes proportional to General Government activities, covering the NVC Office Staff (Village Agent and Assistant, Office Mgr., Finance Mgr.), Lifeguards and associated Payroll Processing.

The 2026 total proposed budget is \$3,490 less than 2025 and excludes Police Officer costs. Note that potential 2026 merit increases for NVC employees is held in Contingency (see further below).

Long Term Debt Service

Total 2026: \$91,833 (16.6% of total budget), a decrease of \$20,727 vs. the prior year. Total 2026 Bond Service costs reflect the retirement of the 2015 BHBT bond in Nov. 2025. Additional supporting details of this category are included in the table located at the end of this document.

Contracted Services

Total 2026: \$49,900 (9.1% of budget), an increase of \$4,510 vs. the prior year.

This category is comprised of Mowing & Trimming Services (new contract effective Jan. 2026), Trash Collection (contract expires Sept. 2026, with estimated increase), and Bookkeeping support.

Utilities

Total 2026: \$38,500 (7.0% of budget), an increase of \$18,071 vs. the prior year.

This category is comprised of Electricity, Water and Sewer, Telephone and Internet, Oil/Propane, Fire Remediation, and Hydrant Rental. The 2026 increase is due to a significant increase in Fire Remediation costs per agency recommendations.

Overall Administration

Total 2026: \$33,420 (6.1% of budget), a net decrease of \$3,530 vs. the prior year.

Elements of this category are Insurance (\$13,200), Tax Collection Fees (\$11,870), Software and Peripherals (\$3,500), Office Supplies (\$1,500), Information and Notices (\$1,500), Membership Dues (\$750), Community Events (\$600), and Postage (\$500).

While Insurance and Tax Collection Fees are higher in 2026, these were offset by estimated decreases in the remaining areas of this category.

Legal and Professional Services

Total 2026: \$29,500 (5.4% of budget), an increase of \$500 vs. the prior year.

Components of this category are Legal Fees, Engineering Fees, Auditing Services, and Interest on Operations borrowing costs.

With NVC's catch up with audit activities, 2026 audit costs are projected lower. Added to the 2026 budget is \$2,000 associated with short-term borrowing costs in anticipation of tax collections (note the majority of tax collections occur in the 3rd trimester of the concurrent fiscal year)

Auto Expenses

Total 2026: \$21,850 (4.0% of budget), a decrease of \$5,620 vs. the prior year.

This category includes fuel and maintenance/repairs for the village truck and a recurring accrual for truck replacement. Maintenance is anticipated lower than 2025 experience, and cruiser maintenance is eliminated for 2026.

Protection and Safety

Total 2026: \$1,150 (0.2% of budget), a decrease of \$1,250 vs. the prior year.

Expenses for this category include Lifeguard uniforms, related equipment and supplies. The proposed 2026 budget excludes police-related expenses.

Contingency

Total 2026: \$28,700 (5.3% of budget), an increase of \$323 vs. the prior year.

Components of this category are \$14,000 for Operating Reserve, \$10,000 for Contingencies, and \$6,700 for Employee Payroll.

Revenue

Total revenue needed to operate the NVC General Government as proposed for 2026 is \$552,183 and assumes \$509,823 raised from real estate taxes (\$96 increase vs. 2025); \$30,000 anticipated (pending approval) from the Town of Northport, and \$12,360 from other sources including Interest Income, Watercraft Registration fees, and Community Hall Rentals. The \$30,000 from the Town of Northport in 2026 is not earmarked.

Long Term Debt Service

Total debt service in 2026 is \$91,833 (16.6% of the total 2026 proposed budget) and reflects the retirement of the 2015 BHBT Bond in 2025. Comparatively, total 2025 debt service is \$112,560 (20.5% of the approved 2025 budget).

Note: NVC's total debt obligations increased in 2021 with the addition of \$1.6M associated with the seawall bond (2021B MMBB Bond). All 2026 principal and interest costs are paid from the operating budget.

Bond	Retirement Date	2026 Budgeted Amount (Total Principal & Interest)
2009 MMBB Bond	2024	\$0
2013 MMBB Refinance Bond	2033	\$8,798.41
2015 BHBT Bond	2025	\$0
2021B MMBB Bond	2049	\$83,034.76

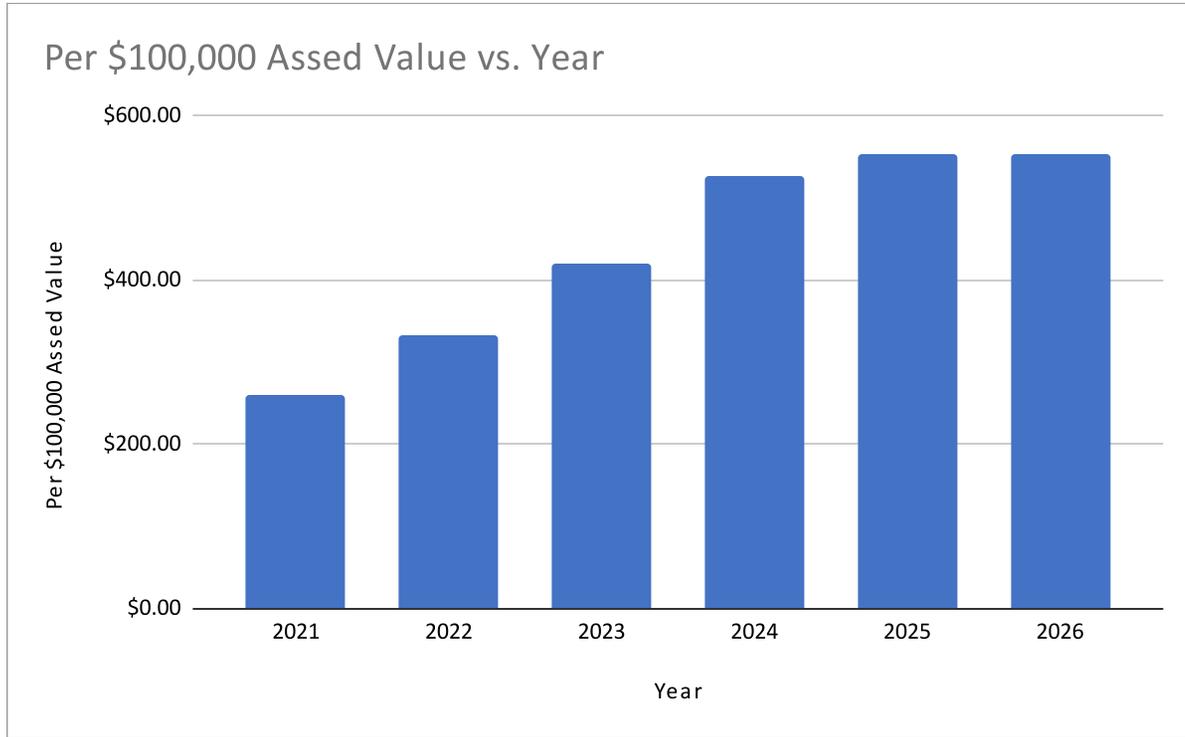
Proposed 2026 Tax Rate

The assessed value of taxable property within the NVC as of May 2025 is \$92,231,900. The 2026 budget proposes to raise \$509,823 in taxes with a resulting millage of 5.53 (or \$5.53 per \$1,000 of assessed value). Taxes for 2025 have not yet been assessed by the town of Northport. Based on the current assessed taxable property value of \$92,231,900 and the approved taxes to be raised of \$509,727, with an expected resulting millage rate of 5.53 (or \$5.53 per \$1,000 of assessed value). The 2024 assessed value of taxable property within the NVC was \$92,231,900. The 2024 raised \$485,924.00 in taxes with a resulting millage of 5.27 (or \$5.27 per \$1,000 of assessed value).

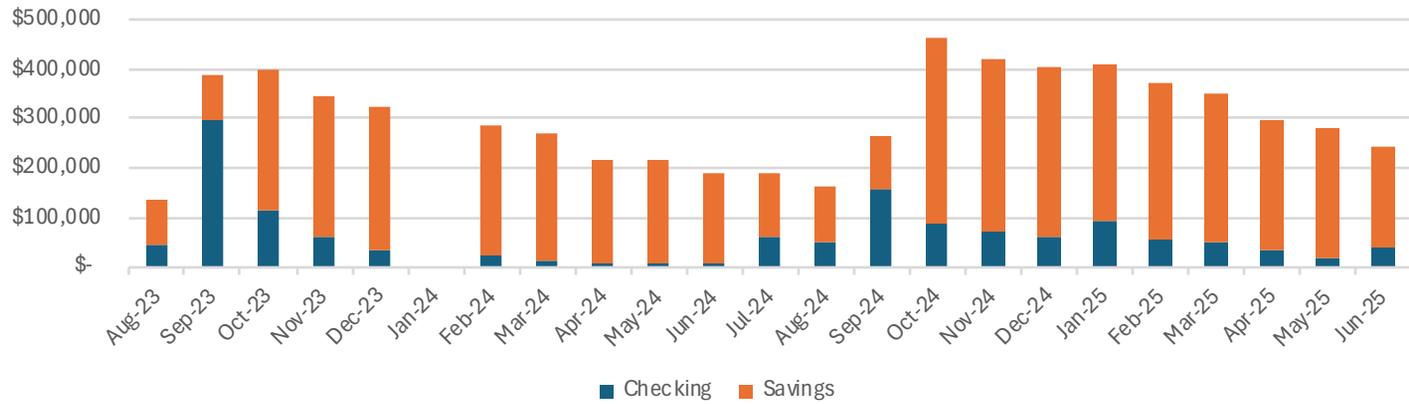
2026 Use of Reserves

Items funded by reserves in 2026 are \$20,000 for a new swim float and \$15,000 for the Bayview Park Shoreline Stabilization project. Additional funds for the Bayview Park Shoreline Stabilization project is a \$75,000 awarded grant and, \$15,000 contribution from the Town of Northport in 2026 and 2027 and an additional \$15,000 from NVC in 2027.

Millage Calculator		Actual	Updated		Difference	Comments
	Year	2024 Approved	2025 Estimated	2026 Estimate		
Land		\$65,993,000	\$65,993,000	\$65,993,000		Most recent assessed value
Building		\$28,920,600	\$28,920,600	\$28,920,600		
Total		\$94,913,600	\$94,913,600	\$94,913,600		
Exempt		\$2,681,700	\$2,681,700	\$2,681,700		
Total Assess Value		\$92,231,900	\$92,231,900	\$92,231,900	\$0	
Total Tax		\$486,026	\$509,727	\$509,823	\$96	
Millage		0.00527	0.00553	0.00553	0.00000	
Per \$100,000		\$526.96	\$552.66	\$552.76	\$0.10	
Tax on \$350000		\$1,844.36	\$1,934.30	\$1,934.67	\$0.36	
Per \$1000		\$5.27	\$5.53	\$5.53	\$0.00	
Yearly Change		\$1.06	\$0.26	\$0.00		
Change from 2021 to 2023		\$1.94				
% Increase		25.25%	4.88%	0.02%		
Year		2024	2025	2026	Difference	
Per \$100,000 Assed Value		\$526.96	\$552.66	\$552.76	\$0.10	



General Cash on Hand by Month



Northport Village Corporation
Village Agent Report
June 8, 2025 Board of Overseers Meeting

Recent activities

- Boat float and out float should be in place by June 3. The swim float is not attached to the wharf for a few more weeks. Uncooperative weather and needed repairs to Scott Munroe's boat (Bayside Marine) delayed the floats getting into the water this year.
- Continuing to work on getting project estimates for items on the MMA list. Contractors are scheduling out a year or more. Identified a contractor for Community Hall building/carpentry work and lab/water shed work; waiting for an estimate. The electrician's estimate for MMA-identified electrical work is \$1200; electrician is scheduling the work.

Wharf and floats

- Wharf: Dallas Fields Dive Service completed the major brace work on the wharf. Remaining repairs will be made in the summer. Weather has not cooperated with scheduling needs.
- Floats: Working with marine engineer to finalize design and construction plans for swim and boat float construction to make sure they are sturdy enough to meet our needs. Engineer noted that our floats are designed differently and built much sturdier than most floats along the Eastern Seaboard. This design reflects the fact that our floats are used in open, not shallow water.
- Swim Float: Needed repair work completed before the float was put in the water for the season.

Utilities

- Dealing with requests for new water services, including two new constructions on Bluff Road and one off Route 1. In one, the water line is hooked up and waiting for a plumber to install the meter and appurtenances to put into service. Water service completed and in service for a house on Shore Road. And another year-round water service request is pending.
- E.J. Prescott conducted two hydrant flow tests on June 3, as required by the Town's insurer. Results impact the Town's fire protection rating, which impacts homeowners' property insurance rates. The flow tests will also flush out the system, as needed periodically.
- Fixing water service/connections and reconfiguring required plumbing and meter set up in a cottage remodel, including removing 75 feet of old iron and replacing with CTS pipe.
- Working with RCAP to complete the work mapping GPS coordinates for manholes.
- Bryan L. is cleaning the 3 trains headworks daily, as requested by the Utility Superintendent.
- Regular water and sewer maintenance work and Dig Safe requests.

Roads

- Broadway is on the Town's list of roads to pave.

- The amount of snow plowing leveled out the crest in the dirt roads. Most needed dirt road maintenance for the season has been done, including grading, adding gravel where needed and compacting.
- Working with contractor to start scheduling planned work in Ruggles Park and on Pleasant Street.
- All catch basins have been cleaned out for the season. Cobe Road culvert replaced.
- Piles of winter sand hauled off.
- The Town Road Commissioner tells me that street sweeping will start any day now. The rains have hampered the contractor's ability to use the street sweeper.
- 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

- Continuing to assess and consider improvement of Bayview Park storm - drain/outfall adjacent to Oberg's property. Because of abundance of heavy rains the last couple of years and severity of winter storms hitting at high tide, the storm drain/outfall needs help. Any of the fixes I have thought about must be consistent with recommendations and shoreline erosion plan we received from the engineer hired by the Town. Whatever plans the Village decides on, I recommend restricting the area to storm drain/outfall purposes and no longer allow public access for construction on shoreline cottages.
- I continue to talk or meet with Town Administrator James Kossouth on a regular basis about items that impact the village.
- 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. Propose to include for 2027 budget.
- 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
Bill Paige, Village Agent



Office Manager's Report
June 8, 2025
For May 2025

The 2024 audit is underway! All is going well. So far there have only been a handful of questions that have been easily answered. Being prepared has certainly been worth the work! I asked Purdy Powers this morning (6/4/25) for an update and I was told:

"The audit is in a good spot. Just due to vacations and a few other promises we have to other clients, we can't promise to get it to you by the end of June but we will try our best to get this wrapped up for you!" So I am hoping the audit will be complete around the end of June to the first of July. This is very good news!

The office has been busy, helping Bill to answer calls and pass messages to coordinate turning on summer water. Also, I have been coordinating the Community Hall use by collecting fees, keeping the calendar, assuring availability, collecting proof of insurance and getting the upstairs cleaned for the season.

People are starting to come in to register kayaks and dinghies etc. Summer is coming! As of June 4th, we have registered 10 Dinghies and 30 Kayaks so far. Please remind everyone to register their watercraft. Keep in mind that the office does not accept cash. We do accept checks and can take credit cards.

Please keep your fingers crossed that it does not rain EVERY WEEKEND ALL SUMMER!

Trish Parker

Office Manager

Northport Village Corporation

Attached to this report:

Bank Account balances printout

Budget vs Actual Reports for each Department for 2025

Bank Account Balances as of 6/3/25

[General Gov't Checking 2618](#) Quick Peek
Available Balance**\$39,014.92

[Wastewater Checking 2620](#) Quick Peek
Available Balance**\$45,749.06

[Water Checking 3143](#) Quick Peek
Available Balance**\$26,164.21

[BUSINESS COMPLETE 9504](#) Quick Peek
Available Balance**\$1,000.00

[BUSINESS COMPLETE 1771](#) Quick Peek Payroll Account
Available Balance**\$17,642.83

[General Gov't Money Market 4006](#) Quick Peek Interest \$40.66
Available Balance**\$11,614.57

[Wastewater Sav - ICS B 4739](#) Quick Peek Interest \$371.87
Available Balance**\$90,813.04

[Water Sav - ICS B 4747](#) Quick Peek Interest \$547.64
Available Balance**\$170,464.73

[General Gov't Sav - ICS B 9857](#) Quick Peek Interest \$818.18
Available Balance**\$232,202.45

Total Deposit Accounts \$634,665.81

Northport Village Corporation - General

January - April 2025 Budget vs. Actuals

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	30,000.00	30,000.00	100.00 %
4240 Watercraft Registration Revenue		3,770.00	
Total 4200 General Operating Revenue	30,000.00	543,497.00	5.52 %
4300 General Non-operating Revenue			
4310 Interest Income	2,215.63	4,000.00	55.39 %
4320 Community Hall Rentals		750.00	
4340 Miscellaneous Revenue	1,544.32		
Total 4300 General Non-operating Revenue	3,759.95	4,750.00	79.16 %
Total 4100 General Government Revenue	33,759.95	548,247.00	6.16 %
Total Revenue	\$33,759.95	\$548,247.00	6.16 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor	164.00		
6020 Contracted Services			
6021 Mowing and Trimming Service	1,792.86	12,550.00	14.29 %
6022 Trash Collection	10,000.00	24,000.00	41.67 %
Total 6020 Contracted Services	11,792.86	36,550.00	32.27 %
6036 Bookkeeping	3,453.72	8,840.00	39.07 %
Total 6000 1099 Contractors	15,410.58	45,390.00	33.95 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6052 Cruiser Fuel		1,600.00	
6053 Truck Fuel	486.85	2,000.00	24.34 %
Total 6051 Auto Fuel Expense	486.85	3,600.00	13.52 %
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	9,587.65	27,470.00	34.90 %
6065 Community Events		600.00	
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	368.64	4,000.00	9.22 %
6077 Income Protection Plan	328.20	700.00	46.89 %
Total 6075 Employee Benefits	696.84	4,700.00	14.83 %
6080 Employees Salaries & Wages			

Northport Village Corporation - General

January - April 2025 Budget vs. Actuals

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6083 Lifeguard Wages		11,200.00	
6084 Office Personnel Wages	7,184.30	18,033.00	39.84 %
6084.50 Village Assistant		7,947.50	
6085 Police Wages		10,100.00	
6088 Village Agent Wages	14,044.40	32,450.00	43.28 %
6088.50 Village Agent Assistant		5,200.00	
6089 Village Official Wages		650.00	
6090 Winter Road Wages	6,355.21	10,140.00	62.67 %
Total 6080 Employees Salaries & Wages	27,583.91	95,720.50	28.82 %
6095 Payroll Processing Fees	448.50	2,200.00	20.39 %
6096 Payroll Tax Expense	2,391.11	6,800.00	35.16 %
Total 6070 Employee Wages & Benefits	31,120.36	109,420.50	28.44 %
6150 Information & Notices	151.78	3,250.00	4.67 %
6160 Insurance			
6161 Property & Casualty Insurance		6,250.00	
6162 Workers Comp insurance	-643.00	5,500.00	-11.69 %
Total 6160 Insurance	-643.00	11,750.00	-5.47 %
6190 Legal & Professional Services	2,040.50		
6191 Auditing Services	6,979.83	9,000.00	77.55 %
6192 Engineering Fees	2,000.20	10,000.00	20.00 %
6193 Legal Fees		10,000.00	
Total 6190 Legal & Professional Services	11,020.53	29,000.00	38.00 %
6240 Membership Dues	241.40	750.00	32.19 %
6260 Office Supplies	913.57	5,000.00	18.27 %
6285 Postage	73.00	500.00	14.60 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	460.75	8,000.00	5.76 %
6332 Cleaning	382.50	2,000.00	19.13 %
6333 Grounds General Maintenance		18,000.00	
6334 Road Maintenance	11,105.00	51,850.00	21.42 %
6336 Tree Maintenance	1,000.00	10,800.00	9.26 %
6337 Wharf & Floats Maintenance	1,288.00	41,000.00	3.14 %
6342 General Repairs & Maintenance		4,100.00	
6343 Library Operations & Maintenance		500.00	
Total 6330 Repairs & Maintenance	14,236.25	136,250.00	10.45 %
6344 Safety Committee Operations		150.00	
6345 Software	1,009.20	5,000.00	20.18 %
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

January - April 2025 Budget vs. Actuals

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6391 Lifeguard - Uniforms, Equipment, & Supplies		750.00	
6392 Police - Uniforms, Equipment, & Supplies	225.81	1,000.00	22.58 %
Total 6390 Uniforms, Equipment, & Supplies	320.36	1,750.00	18.31 %
6400 Utilities			
6401 Electricity Expense	509.83	1,200.00	42.49 %
6402 Oil/Propane	439.66	1,000.00	43.97 %
6403 Hydrant Rental	2,142.84	6,429.00	33.33 %
6405 Street Lights	3,049.43	8,000.00	38.12 %
6406 Telephone & Internet Expenses	659.60	600.00	109.93 %
6407 Water & Sewer	1,376.80	3,200.00	43.03 %
Total 6400 Utilities	8,178.16	20,429.00	40.03 %
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	\$123,596.83	\$519,869.77	23.77 %
NET OPERATING REVENUE	\$ -89,836.88	\$28,377.23	-316.58 %
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	\$ -89,836.88	\$0.00	0.00%

NVC- WATER

Water January thru April 2025 Budget vs. Actuals

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4100 Water Revenue			
4200 Water Operating Revenue			
4210 Water Sales	68,273.43	161,000.00	42.41 %
4220 Rate Increase		42,665.00	
4230 Water Service Fee Revenue		8,000.00	
4240 Hydrant Rental Revenue		6,279.00	
Total 4200 Water Operating Revenue	68,273.43	217,944.00	31.33 %
4300 Water Non-operating Revenue			
4310 Interest Income		3,000.00	
4320 Interest on Loan Receivable Sewer		2,798.32	
Total 4300 Water Non-operating Revenue		5,798.32	
Total 4100 Water Revenue	68,273.43	223,742.32	30.51 %
Total Revenue	\$68,273.43	\$223,742.32	30.51 %
Cost of Goods Sold			
5000 Cost of Goods Sold			
5100 Water Purchases	8,885.79	31,590.00	28.13 %
Total 5000 Cost of Goods Sold	8,885.79	31,590.00	28.13 %
Total Cost of Goods Sold	\$8,885.79	\$31,590.00	28.13 %
GROSS PROFIT	\$59,387.64	\$192,152.32	30.91 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		3,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Water Utilities Superintendent	7,390.69	19,540.00	37.82 %
Total 6000 1099 Contractors	10,742.83	31,380.00	34.23 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	228.93	1,000.00	22.89 %
Total 6051 Auto Fuel Expense	228.93	1,000.00	22.89 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	63.40	1,000.00	6.34 %
Total 6055 Auto Repairs & Maintenance	63.40	1,000.00	6.34 %
Total 6050 Auto Expenses	292.33	2,000.00	14.62 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	333.05	4,000.00	8.33 %
6077 Income Protection Plan	265.46	1,000.00	26.55 %
Total 6075 Employee Benefits	598.51	5,000.00	11.97 %
6080 Employees Salaries & Wages			
6082 Distribution Officer Wages	9,336.76	40,000.00	23.34 %

NVC- WATER

Water January thru April 2025 Budget vs. Actuals

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6082.5 Assistant DO Wages	325.00	7,500.00	4.33 %
6084 Office Personnel Wages	6,973.00	18,100.00	38.52 %
6084.50 Finance Manager		5,148.00	
6087 Utility Billing Wages	1,394.62	5,000.00	27.89 %
Total 6080 Employees Salaries & Wages	18,029.38	75,748.00	23.80 %
6095 Payroll Processing Fees	224.25	1,100.00	20.39 %
6096 Payroll Tax Expense	1,479.03	5,415.00	27.31 %
Total 6070 Employee Wages & Benefits	20,331.17	87,263.00	23.30 %
6150 Information & Notices	128.88		
6160 Insurance Paid			
6161 Property & Casualty Insurance		1,650.00	
6162 Workers Comp Insurance		1,000.00	
Total 6160 Insurance Paid		2,650.00	
6190 Legal & Professional Services			
6191 Auditing Services	5,894.75	11,000.00	53.59 %
Total 6190 Legal & Professional Services	5,894.75	11,000.00	53.59 %
6210 Licenses, Permits, & Fees		1,800.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	527.46	1,700.00	31.03 %
6285 Postage	147.86	1,500.00	9.86 %
6305 Regulatory Fees		900.00	
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	134.64	500.00	26.93 %
6332 Cleaning	297.00	850.00	34.94 %
6342 General Repairs & Maintenance	2,266.54	5,000.00	45.33 %
Total 6330 Repairs & Maintenance	2,698.18	6,350.00	42.49 %
6345 Software	2,030.69	5,000.00	40.61 %
6350 Supplies	1,559.81	5,000.00	31.20 %
6400 Utilities			
6401 Electricity Expense	2,299.72	4,000.00	57.49 %
6402 Oil/Propane	260.70	600.00	43.45 %
6406 Telephone & Internet Expenses	151.20	600.00	25.20 %
6407 Water & Sewer	509.61	1,200.00	42.47 %
Total 6400 Utilities	3,221.23	6,400.00	50.33 %
6500 Water Testing	115.00	800.00	14.38 %
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	\$52,931.93	\$194,094.73	27.27 %
NET OPERATING REVENUE	\$6,455.71	\$ -1,942.41	-332.36 %

NVC- WATER

Water January thru April 2025 Budget vs. Actuals

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
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	\$6,455.71	\$ -7,853.41	-82.20 %

NVC- Sewer

Sewer January thru April 2025 Budget vs. Actuals

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
4000 Revenue			
4400 Sewer Operating Revenue			
4410 Sewer Fees	107,603.92	316,050.00	34.05 %
Total 4400 Sewer Operating Revenue	107,603.92	316,050.00	34.05 %
4600 Sewer Non-operating Revenue			
4610 Interest Income	16.48	2,000.00	0.82 %
4620 Grants		45,000.00	
Total 4600 Sewer Non-operating Revenue	16.48	47,000.00	0.04 %
Total 4000 Revenue	107,620.40	363,050.00	29.64 %
Total Revenue	\$107,620.40	\$363,050.00	29.64 %
GROSS PROFIT	\$107,620.40	\$363,050.00	29.64 %
Expenditures			
6000 1099 Contractors			
6010 Casual Labor		2,000.00	
6036 Bookkeeping	3,352.14	8,840.00	37.92 %
6047 Sewer Utilities Superintendent	9,327.34	28,060.00	33.24 %
Total 6000 1099 Contractors	12,679.48	38,900.00	32.60 %
6050 Auto Expenses			
6051 Auto Fuel Expense			
6053 Truck Fuel	228.92	1,000.00	22.89 %
Total 6051 Auto Fuel Expense	228.92	1,000.00	22.89 %
6055 Auto Repairs & Maintenance			
6057 Truck Maintenance	22.49	1,000.00	2.25 %
Total 6055 Auto Repairs & Maintenance	22.49	1,000.00	2.25 %
6059 Accrue for Truck Replacement		2,000.00	
Total 6050 Auto Expenses	251.41	4,000.00	6.29 %
6070 Employee Wages & Benefits			
6075 Employee Benefits			
6076 Company Paid Benefits	513.94	4,000.00	12.85 %
6077 Income Protection Plan	437.77	1,508.00	29.03 %
Total 6075 Employee Benefits	951.71	5,508.00	17.28 %
6080 Employees Salaries & Wages			
6081 Collection System Operator	3,924.60	10,400.00	37.74 %
6081.5 Assistant CSO		5,000.00	
6084 Office Personnel Wages	6,972.99	18,100.00	38.52 %
6084.5 Finance Manager		5,150.00	
6086 Treatment Plant Operator	12,080.30	34,500.00	35.02 %
6087 Utility Billing Wages	1,394.66	5,000.00	27.89 %
Total 6080 Employees Salaries & Wages	24,372.55	78,150.00	31.19 %
6095 Payroll Processing Fees	224.25	1,100.00	20.39 %

NVC- Sewer

Sewer January thru April 2025 Budget vs. Actuals

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
6096 Payroll Tax Expense	2,234.52	6,370.00	35.08 %
Total 6070 Employee Wages & Benefits	27,783.03	91,128.00	30.49 %
6160 Insurance Paid			
6161 Property & Casualty Insurance		2,500.00	
6162 Workers Comp Insurance		1,300.00	
Total 6160 Insurance Paid		3,800.00	
6170 Interest	654.96		
6190 Legal & Professional Services			
6191 Auditing Services	7,586.38	9,000.00	84.29 %
6192 Engineering Fees	9,625.85	45,000.00	21.39 %
Total 6190 Legal & Professional Services	17,212.23	54,000.00	31.87 %
6210 Licenses, Permits, & Fees		2,500.00	
6240 Membership Dues	234.30	300.00	78.10 %
6260 Office Supplies	527.38	1,700.00	31.02 %
6285 Postage	147.85	1,500.00	9.86 %
6305 Regulatory Fees	1,293.84	1,500.00	86.26 %
6330 Repairs & Maintenance			
6331 Building Repairs & Maintenance	134.64	500.00	26.93 %
6332 Cleaning	297.00	850.00	34.94 %
6335 Sludge Removal		50,000.00	
6337 Wharf & Floats Maintenance		2,500.00	
6342 General Repairs & Maintenance	16,796.83	17,000.00	98.80 %
Total 6330 Repairs & Maintenance	17,228.47	70,850.00	24.32 %
6345 Software	780.58	5,000.00	15.61 %
6350 Supplies & Chemicals	1,074.49	12,000.00	8.95 %
6400 Utilities			
6401 Electricity Expense	1,902.90	5,300.00	35.90 %
6402 Oil	260.70	600.00	43.45 %
6403 Hydrant Rental	49.83	150.00	33.22 %
6404 Propane		500.00	
6406 Telephone & Internet Expenses	151.20	1,200.00	12.60 %
6407 Water & Sewer	509.61	1,600.00	31.85 %
Total 6400 Utilities	2,874.24	9,350.00	30.74 %
6500 Water Testing	1,573.25	7,600.00	20.70 %
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	
6815 2012 MMBB Refinance Bond Interest		2,039.88	
6816 2013 BHBT Bond Principal		12,134.16	
6817 2013 BHBT Bond Interest	2,731.33	2,731.33	100.00 %
6821 Loan Payment to Water - Principal		18,037.84	

NVC- Sewer

Sewer January thru April 2025 Budget vs. Actuals

January - December 2025

	ACTUAL	TOTAL	
		BUDGET	% OF BUDGET
6822 Loan Payment to Water - Interest		2,798.32	
Total 6800 Bond Expenses	3,265.53	50,407.17	6.48 %
Total Expenditures	\$87,581.04	\$354,535.17	24.70 %
NET OPERATING REVENUE	\$20,039.36	\$8,514.83	235.35 %
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	\$20,039.36	\$ -2,739.17	-731.59 %

POLICY FOR USE OF OUTDOOR PUBLIC SPACES/PARKS

Recognizing that the Bayside is a special place to be enjoyed by all community members, the Board of Overseers has adopted the following guidance regarding the use of public spaces for gatherings and events.

GENERAL CONDITIONS FOR EVENTS IN PUBLIC SPACES/PARKS

The following conditions apply to all events held in public spaces/parks:

- No event (including set up for the event) shall start before 8 a.m. or extend past 9 p.m. unless specifically approved by the Board of Overseers;
- Generally, events should be limited to three hours or less;
- No physical alteration of the space is allowed;
- Any item brought to the space for the event, including decorations, service items, chairs, etc., must be removed as soon as possible following the event, but no later than the next day;
- All trash and recyclables must be taken away at the end of the event;
- Applicant is financially responsible for any physical damage done to the area, and must notify the Village office or the President of the Board of Overseers of the damage as soon as possible;
- Other park users cannot be excluded from the area during an event, although the applicant/event coordinator can advise that a private event is happening;
- The applicant/event coordinator is responsible for all guests' behavior;
- Maine law prohibits public drinking, and this law will be enforced by public safety/police officers when present and/or when an area is posted for no alcohol consumption – the Board of Overseers cannot specifically approve alcohol consumption in public spaces;
- Use of any sound/amplification system should be used in a manner that minimizes impact on neighboring properties; and
- The applicant/event coordinator is responsible for making guests aware of the Northport Village Corporation Parking Ordinance and the limited availability of public parking.

SCHEDULED EVENTS

Bayside has been the chosen location for many weddings, celebrations of life, and other special events over the years. The persons planning these events have often petitioned the Board of Overseers for approval for the events, which is freely granted. While this had not been a formal policy, the Board has determined that as a best practice the process for such requests and the conditions for use be set forth as policy.

People requesting to use an outdoor space in one of Buyside's many parks for scheduled events should request permission from the Board of Overseers at least 30 days before the event. The Request for Permission, which is attached to this policy, should include the following information:

- Date and time of event (including how long the event is anticipated to last);
- Anticipated number of guests;

- A list of all anticipated vendors;
- Whether chairs, tables, or other equipment will be brought to the public space;
- Plan for trash removal and returning space to its condition before the event;
- **Confirmation that the applicant understands that the Board of Overseers cannot guarantee exclusive use of the public space and that the Northport Village Corporation is not responsible for any injury to any guests during the event.**

The Board of Overseers will review the application as soon as feasible and notify the applicant of the response to the request and any special conditions for the event.

The Northport Village Corporation Is Not Liable For Any Injury To Any Person Attending Any Event, No Matter The Cause Of That Injury. The Applicant/Event Coordinator May Want To Consider Obtaining Insurance For The Event.

REVIEW AND AMENDMENT

1. This policy will be periodically reviewed to ensure its effectiveness and current relevance.
2. Amendments to this policy may be made by the Board of Overseers.

REQUEST for NON-EXCLUSIVE USE PUBLIC SPACE/PARK FOR EVENT

NOTE: Public spaces and parks are available for the use of all Bayside residents and visitors. Approval of a scheduled event does not guarantee exclusive use.

1. Person making request: _____
2. If someone other than the person making the request will be in charge of the event, please provide his/her name (e.g., wedding coordinator)

3. Date of Event: _____
4. Starting time and duration: _____
5. Type of Event: _____ No. of guests: _____
6. Anticipated Vendors/Do they have insurance for the event?:
 - a. _____ Y/N
 - b. _____ Y/N
 - c. _____ Y/N
 - d. _____ Y/N
 - e. _____ Y/N
7. Will table/chairs/equipment be brought into the public space for the event Y/N?
What is the plan for removal after the event?

8. Plan for trash removal: _____
9. Plan for restroom facilities, e.g., your cottage, neighbors' cottages, port-a-potty?

10. Will you obtain liability insurance for the event? (A single event policy is available through the Maine Municipal Association Insurance platform) Y /N

By submitting this request, the undersigned has read and understands and agrees to comply the POLICY FOR USE OF OUTDOOR PUBLIC SPACES/PARKS.

Signature: _____

Print name _____

POLICY FOR PRESERVATION OF PUBLIC LAND

5/9/22

Amended: 6/8/25

WHEREAS, the Northport Village Corporation (“NVC”) owns and holds in trust certain public land (“Public Land”), as outlined in the Greenlaw map and through other public records of land transactions;

WHEREAS, the NVC holds these Public Land for the use and benefit of the residents of the NVC;

WHEREAS, the NVC seeks to protect all Public Land for the benefit of the NVC and its residents.

WHEREAS, the NVC seeks to protect all Public Land in perpetuity;

THEREFORE, the Board of Overseers hereby adopts the following policies to ensure that all Public Land is preserved and protected:

- ~~1. 1.~~ The Board of Overseers shall take all necessary steps to identify all Public Land~~;~~
- ~~2. 2.~~ The Board of Overseers shall exercise control over Public Land and, subject to Paragraph 5, shall not allow any private party to erect a fence, structure, or obstruction to be placed on any Public Land that in any way limits the use of, or passage through, the Public Land, including all walkways, byways, parcels, buildings, roadways (including all land designated as roadways and rights-of-way thereto), or any other real property owned by the NVC~~;~~
- ~~3. 3.~~ The Board of Overseers may consider exchanges of Public Land within the Village upon petition from the party seeking the exchange; provided, however, any such exchange must be in the best interest of the NVC as determined in the sole discretion of the Board of Overseers~~;~~
- ~~4. 4.~~ Subject to Paragraph 5, the Board of Overseers shall not allow the diversion or taking of any Public Land, meaning the Board of Overseers shall take affirmative action to ensure that Public Land is not used for private purposes, other than for temporary use as authorized by the Board of Overseers Those steps may include, but are not limited to:
 - ~~a. a.~~ Notify an abutting landowner of an encroachment or nuisance on Public Land and provide a time limit for removal of the encroachment;
 - ~~b. b.~~ Should the encroaching landowner fail to remove or correct an encroachment, the Board of Overseers shall designate the Village Agent or other person to remove the encroachment at the expense of the encroaching landowner;
 - ~~c. c.~~ The Board of Overseers may bring a civil action to enforce its property rights and to seek abatement of any encroachment or nuisance created on Public Land;
 - ~~d. e.~~ The Board of Overseers reserves the right to refer any ongoing encroachment to the appropriate legal authority for criminal trespass and/or constructive theft of public property; and
 - ~~e. d.~~ The Board of Overseers shall ensure that all public walkways remain open for public use and such walkways shall be marked and designated on public maps~~;~~

~~5.5~~ The Board of Overseers may grant a revocable license for the use of certain Public Land but shall retain the right to revoke that license at any time. No permit may be issued that allows the construction or placement of any permanent structure or object on any Public Land. The Board of Overseers may grant conditional approval for the installation of certain removable items, such as benches or gardens, subject to conditions as set out by the Board of Overseers. Such approval is in the sole discretion of the Board of Overseers and may be withdrawn at any time, whether or not the conditions of installation have been satisfied.

~~6.6~~ The Board of Overseers shall not divest the NVC of any Public Land without the consent, at a duly noticed meeting of the NVC, of the majority of legal voters of the Northport Village Corporation there assembled~~property owners of the NVC, which may only be gained by putting the issue before the property owners at a duly noticed meeting of the NVC.~~

~~7.7~~ Review and Amendment:

~~a.~~ This policy will be periodically reviewed to ensure its effectiveness and current relevance.

~~b.~~ Amendments to this policy may be made by the Board of Overseers.

**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: [●]

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 ~~of this unique village,~~ and ~~the~~ verdant beauty of ~~the~~ 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 ~~according to~~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~~ Non-Conforming Use may not be extended or expanded except in conformity with the provisions of this Ordinance, and ~~the~~ 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 ~~the~~ existing Non-Conforming Structure shall not be considered an

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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 existing Structure; and (iii) the foundation does not increase the Height to more than the minimum of (x) three additional feet and that plus the Height does not exceed 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~~ 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~~ 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 use~~ 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 ~~nonconforming use~~ 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

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A ~~non-conforming NonCconforming~~ 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 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 ~~cause increase~~ the ~~Structure to exceed the existing~~ Height of the ~~preexisting Structure~~ 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 ~~the 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, and that; (ii) the completed foundation does not extend beyond the exterior dimensions of the Structure; and that (iii) the foundation does not cause increase the Structure Height to be elevated more than the minimum of (x) three additional 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 ~~noneonformingnon-conforming~~ by the adoption or amendment of this Ordinance may be transferred and the new owner may continue the ~~non conforming uses~~ Non-Conforming Uses subject to the provisions of this Ordinance.

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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.

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.

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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 “~~NVC~~Residential 1 ~~District (NVC-(R1))~~” on the official zoning map entitled “Zoning Map of the Northport Village Corporation” and attached as **Exhibit A**, except that that area ~~formerly shown as in R-1 now part of~~comprising the 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 “~~NVC~~Residential 2 District (~~NVC~~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 “~~NVC~~General Purpose District (~~NVC~~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.

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 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 ~~requirements of Article 5 of this Ordinance and 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:

~~(f)~~o Lots equal to or less than 2,500 square feet, 45%.

~~(g)~~o 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;

~~(h)~~o Lots greater than 5,000 square feet, the greater of 20% or 1,750 square feet of Lot Coverage.

~~(i)~~(f) A minimum of one off-street Parking Space shall be provided on the Lot.

~~(j)~~(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.

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 ~~seasonal, weekly, or monthly~~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.

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

~~(e)~~(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

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50 feet from the front property line shall apply to the fence surrounding the pool area.

~~(d)~~(c) Bed and Breakfast.

~~(e)~~(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 conditions and requirement of a Home Occupation or commercial use must be met.

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.

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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 ~~requirements of Article 5 of this Ordinance and 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.

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(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 ~~seasonal, weekly, or monthly~~ rental tenants as a Dwelling Unit is permitted.

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

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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.

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 ~~requirements of Article 5 of this Ordinance and the~~ following requirements:

(a) The minimum Lot size shall be 20,000 square feet.

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(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

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

~~seasonal, weekly, or monthly~~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.

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(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 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.

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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 ~~requirements of Article 5 of this Ordinance and 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.

- (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 ~~seasonal, weekly, or monthly~~rental tenants using the premises as a single-Family Dwelling is permitted.

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- 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.

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.

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- (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

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.

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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.

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.

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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.

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.

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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.

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.

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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 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 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

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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.

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

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.
- 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.

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

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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.

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.

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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

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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

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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.
- (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.

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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 **11th day of June, 2023**.

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

Date: **June 11, 2023**

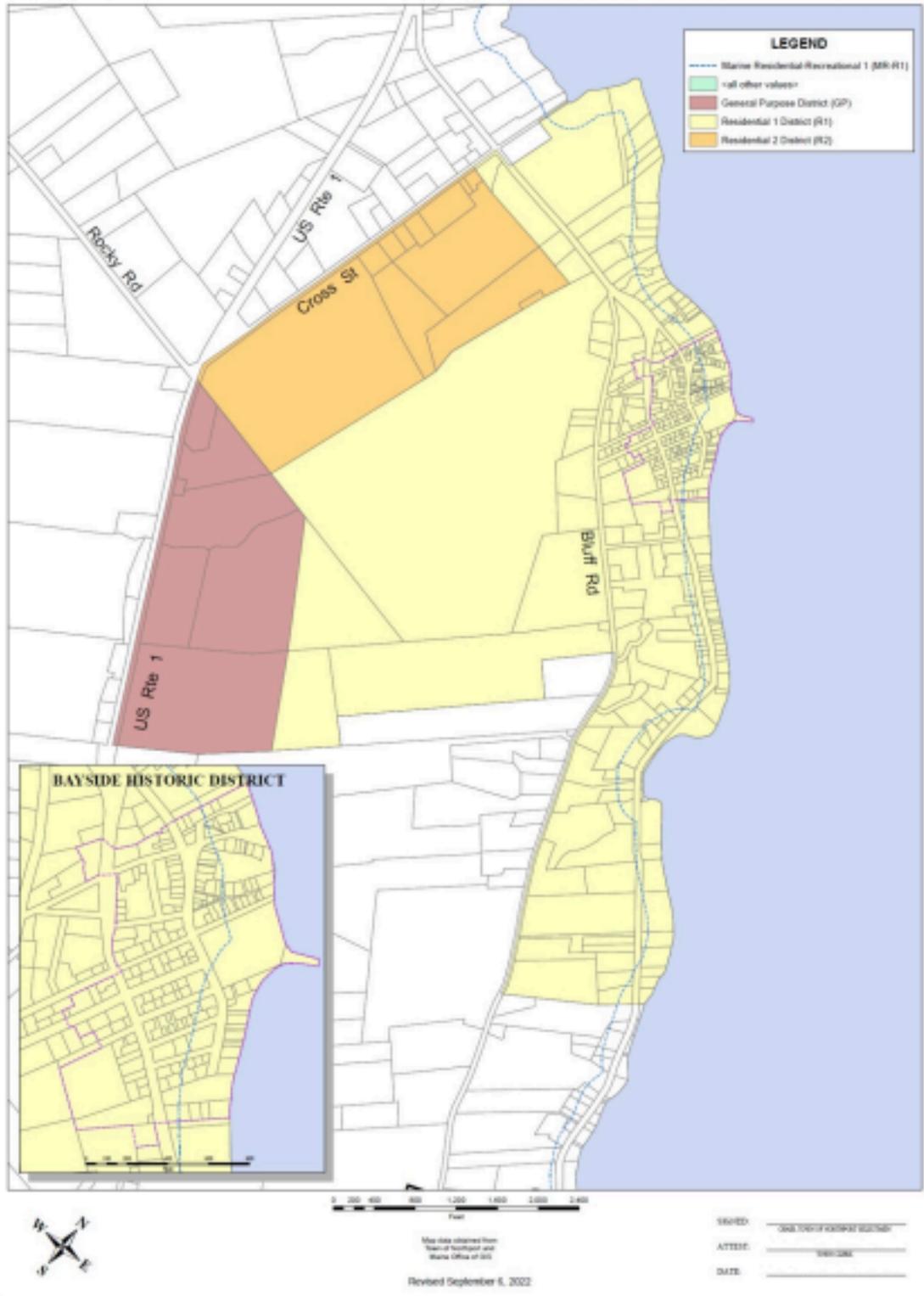
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EXHIBIT A

Zoning Map of the Northport Village Corporation



Town of Northport, Maine Zoning



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 <u>for Non Conforming Structures</u>	35 feet Existing Height (+ 3 feet if foundation is added, but subject to maximum Height of 35 feet)			
<u>Height limit for Conforming Structures</u>	<u>35 feet</u>			
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	<p>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.</p>			

Northport Utilities Trustees: Approved by Unanimous Vote:5/31/2025:

In accordance with Section 201.1 and 201.3 of the Utilities Ordinance, the Trustees recommend the following Modification and addition to 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 which have 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.
 - 1. 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 onto 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.
 - 1. 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 ready to Serve Fee 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.
 - 1. No property owner is entitled to a connection simply because they own property within the service area of the Sewer System."