



CITY OF BETHEL

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Planning Commission Minutes

Regular Scheduled Meeting January 11, 2001

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

7:30 PM

I. CALL TO ORDER

Meeting was called to order by Chair J. Guinn at 7:37PM.

II. ROLL CALL

Present: J. Guinn, D. Notti, J. Hamilton, W. Keppel, M. Kenick, M. Charlie.

Excused: L. Andrew

Others Present: John Malone, City Planner
Sandra Moseley, Admin. Assistant, Recorder of Minutes
Colleen Soberay, City Clerk
Bob Graham, Bethel Resident

III. APPROVAL OF MINUTES

M/M J. Hamilton/M. Charlie Approve the minutes of December 14, 2000 meeting.

Unanimous

IV. APPROVAL OF AGENDA

M/M M. Charlie/J. Hamilton Approval of Agenda.

Unanimous

V. COMMUNICATIONS

None

VI. PLANNERS REPORT

Corps of Engineers 1200 Feet of East Ave. Seawall Rehabilitation and Extension Project: We have now retrieved copies of all the landowner records from the District Recorders Office. From these I am preparing a preliminary Land Status Report for the City Manager. I have completed about one half of these so far. As previously reported, site control by the community in the form of construction and maintenance
"Deep Sea Port and Transportation Center of the Kuskokwim"

easements is always the first required step in any Corp's project. The City Manager has requested a meeting with the Corps in the next two weeks to scope out anticipated timelines, community requirements, etc.

City Sub Sewer & Water: The first 34 packets containing a project introductory letter, individual homeowner/property owner agreement, site drawing, and in some instances, a notice of encroachment, were mailed to landowners on Friday, January 5th. These involved properties contained in Phase 1 of the project. Phase 1 properties are those that involve mainline distribution sewer and water piping. Sample copies of these mailings are on the table for your information. This mailing involved 12 property owners where encroachments were determined to be in the existing utility easement areas of their lots. An additional encroachment notice was included with these packets that asked that these encroachments be remediated by June 15, 2001. The second portion of this mailing involved 22 property owners without any adverse conditions affecting their property.

The appraisals for those sites where easements need be acquired have now been reportedly (by the city attorneys office) completed. The letter from the city attorneys office notifying these landowners of our need to purchase easements and the legal noticing requirements for such purchases is now in final draft pending the city managers approval.

Code Review and Revision Project: The proposed revisions to Titles 15,16,17 & 18 of the BMC have now been introduced by council as Ordinance 001-05. The council has referred these to the Planning Commission for public hearings with the caveat that the Commission complete this process within 60 days of their introduction date. Copies of both the ordinance containing all the proposed revisions/amendments and the 14 page sectional analysis memorandum from the city attorney have been posted to the city web site under the Planning Commission, Public Works Department and City Clerks sites. Paper copies have also been provided to the Public Works Department for the Public Works Committee.

VII. PEOPLE TO BE HEARD

None.

VIII. COMMISSIONERS COMMENTS

Commissioner W. Keppel stated that the snow machines going between KUC and Judge Curdas house are going over the pipes and are scaring the pipes since there are no ramps to go over. Commissioner Keppel was told that this would be referred to Public Works.

IX. OLD BUSINESS

ITEM A. None

X. NEW BUSINESS

ITEM A. AMENDED CODES, TITLES 15,16,17 AND 18 FOR PUBLIC HEARING SCHEDULING. CODES WERE INTRODUCED AT THE JANUARY 9, 2001 CITY COUNCIL MEETING.

Mr. Malone reported that these had been referred to the Planning Commission for public hearing purposes. The council had also included a caveat that a report be made back to the council within 60 days. Mr. Malone further reported that these proposed amendments and the sectional analysis memorandum prepared by the city attorneys office would also be available on the city's web site. Chair J. Guinn stated that he would like to have a joint meeting with the Public Works Commission and representatives from the Fire Department at the commissions next regularly scheduled meeting of February 8th on these ordinances. J. Guinn also requested that any and all comments and/or proposed amendments be submitted in writing. City Clerk Soberay suggested that such a meeting for ordinance public hearings should be well noticed in advance. Mr. Malone replied that he agreed and would special notice these in advance of the normal meeting noticing.

ITEM B. CITY CLERK: WORK SESSION ON RULES OF PROCEEDURE

The City Clerk Colleen Soberay discussed procedures for commission and committees meetings. Mrs. Soberay also passed out a handbook on policies and procedures prepared by her office. She further discussed the duties of the chairman, secretary, posting of agendas, minutes and meeting noticing. She also reviewed the current ordinance on meeting attendance, vacancies, and the Open Meetings Act of the State of Alaska.

ITEM C. ANNUAL ELECTION OF CHAIR AND VICE CHAIR.

The current chair J.Guinn opened the floor for nominations.

John Guinn was nominated for chairman. Mark Charlie was nominated for vice chair.

M/M J. Hamilton/D. Notti Close the nominations and approve the two nominees by unanimous consent.

Unanimous

XI. ADJOURNMENT

M/M J. Hamilton/M. Kenick to adjourn.

Unanimous

Meeting was adjourned at 8:28PM

Minutes prepared by Sandra Moseley, Administrative Assistant

ATTEST:



John Guinn, Chairman

Date: 2/8/01