

DRAFT



CITY OF BETHEL

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Planning Commission Minutes

Rescheduled Regular Meeting June 15, 2000

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

7:30 PM

I. CALL TO ORDER

Called to order at 7:55pm by Chair J. Guinn

II. ROLL CALL

Present: J. Guinn, J. Hamilton, D. Notti, W. Keppel

Excused: M. Trailov

Absent: L. Andrew, M. Charlie

Others Present: John Malone, Planner

Sandra Moseley, Admin. Assistant

Brian & Becky Middles

Cliff Baker, Surveyor, W.A.V.E. Subdv Plat

Bob Gross, Project Manager, W.A.V.E.

Thomas Faulkenberry, Architect W.A.V.E.

Russell Schwartz, Osbourne Construction Rep.

III. APPROVAL OF MINUTES

The minutes of the April 13th meeting were not approved due to objection by W. Keppel with regards to the statement that M. Trailov was excused for that meeting. M. Trailov is not present at this meeting as she is presently in the YK Regional Hospital expecting a baby. Mr. Malone reported that he recalled M. Trailov requesting to be excused from the April 13th meeting because she would not be in town on that date. Mr. Malone stated that he would contact M. Trailov to verify this and report back to the Commission.

M/M Hamilton/Notti

Approve the minutes of the May 25th Special Meeting.

Unanimous

IV. APPROVAL OF AGENDA

Brian and Becky Middles wished to be added to the agenda in regards to a letter sent to J. Malone in March of this year. The letter pertained to the riverbank portion of their lot on First Ave. J. Malone reported that he had forwarded this to the City

"Deep Sea Port and Transportation Center of the Kuskokwim"

Manager B.Herron for consideration and direction. He has not heard back yet from the City Manager.

Mr. Middles stated that his purpose of appearing before the Commission tonight was to have his letter placed in the Commission record.

M/M Hamilton/Keppel Approved agenda as amended.

Unanimous

V. COMMUNICATIONS

No additional to those provided in meeting packets.

VI. PLANNERS REPORT

J. Malone reported that the easements and owner access agreements for Phase I (City Subdivision) of the sewer and water project were going to be handled out of the planning office in conjunction with the city attorneys office in Anchorage. There are approximately 71 main line easement acquisitions and 160 landowner access agreements to be acquired for this phase of the project. It had originally been planned that this portion of the project would be handled by a contractor. However, the bids for this far exceeded the budget allocation set aside by Village Safe Water. We are presently at the juncture between city attorneys office and planning office of completing the design of the tracking database for these transactions. The city attorney has contracted with a title company to acquire all the necessary title information for the preparation of the easements. The city attorney in conjunction with the planning office has developed an RFP for the needed appraisal services for the easement acquisition portion of the project. The individual land owner contact phase of the project is anticipated to start shortly. This will be conducted out of the planning office. The city manager will be assigning one additional staff to the planning office for the individual land owner contact and processing phase of the project.

The Computer Coordinator position has now been placed in the Planning Office. The position had been previously funded through an Internal Services Fund (IS) that was contributed to by all departments. The City Council has abolished all IS funds starting with the new FY 01 budget in favor of direct department budget appropriations.

There is a new web site for the City of Bethel, the address is www.ci.bethel.ak.us. The City Council approved it on 6/14/00, and everyone is invited to view and comment.

One of our new policies started this spring with the Code Enforcement Officer in the Dept. of Public Safety is to provide Mike Burley a copy of all Site Plan Permits when they are issued. This has helped a great deal with compliance matters.

One of the conditions that the Commission had placed in the final approval of the U.S. Postal Service Subdivision was a surety agreement in the amount of \$204,000. for the public improvements portion of this subdivision. That has been completed through a cash escrow agreement now in place through an Anchorage title company.

Our city attorney Lee Sharp has been contracted to carry out the land use, platting and planning code review project. He has so far sent two memos to me for comment. These mostly pertain to technical amendments/concerns within the existing code. We have also had two lengthy teleconferences on HDR's Code Review document. This was the final contracted document for our Comprehensive Plan update project.

Rex Young, our DOT area planner has been transferred to Kenai. We have a new area planner, Katrina Moss. She would like to schedule a meeting for July 12th on the Chief Eddie Hoffman Rehab, and other STIP issues. The city has presented several additional issues to DOT on the next Chief Eddie Hoffman Rehab. These are: scheduling planning and construction of the Rehab and the Anton Anvil Bike/Pedestrian Pathway together, a third lane corridor turnout from Watson's Corner to the area of the Bethel Trailer Court, traffic signaling devices and pedestrian safety at the hospital intersection.

VII. PEOPLE TO BE HEARD

The Chair asked if there were any people to be heard who were not hear for an agenda item.

The W.A.V.E. representatives wished to present to the Commission. However, since they were not on the agenda the chair ruled that the commission could not take any action. W.Keppel stated that he wants the plats for Post Office and W.A.V.E. Center subdivisions to be resubmitted.

Chair Guinn suggested suspending the rules for the W.A.V.E. people and put them on the Agenda.

M/M Keppel To allow the W.A.V.E. people to present. Failed for lack of second.

VIII. OLD BUSINESS

Action on plats for Kasayuli, Tsikoyak (Walter Larson) and the W.A.V.E. Center subdivisions. Agenda items requested by Commissioner Keppel. W. Keppel, said on the 13th of April these plats were presented to the Commission, further stated that the postings were posted on the tenth and the meeting was on the thirteenth. There was not enough time allowed. W.Keppel also stated that one person voted on these plats when he should not have because his term had expired. D.Notti stated that the ordinance provided for an appointed member to serve until replaced by another appointee. J.Guinn said that J.Blake, the member that was being replaced, was not aware that he had been replaced and that his replacement W.Keppel had not been sworn in by the City Clerk, so could not sit as a member.

W.Keppel requested all three of the plats be again formally place in the newspaper and run the way they are supposed to by City Ordinance and by State law.

M/M Keppel to re-advertise the plats in the newspapers. Failed for lack of second.

(NOTE: I, Sandra Moseley, personally posted all Agendas one full week before the Commission meeting as indicated on the attached Notice for the April 13th meeting.)

IX. NEW BUSINESS

Site plan duplication and distribution. Item requested by Commissioner Keppel. W. Keppel believes there should be two copies to go to the homeowner, and a copy for the contractor that places fill on the lot. D. Notti stated that all permit applications should be placed in a place where it is readily readable by the public. D. Notti noted that if construction had begun on a site prior to receiving a permit, then the site plan fee is \$200.00. D. Notti also reported the the Council will be addressing all city fee schedules at the next City Council meeting.

The Chair allowed Brian Middles to address the Commission on the subject of his letter to the City Planner that reflected concerns about the riverbank portion of their property and the problem they were experiencing with their driveway culverting that was causing flooding of their lot at breakup. Mr. Middles further offered that they would be interested in offering the city a maintenance easement for the riverbank portion of their lot in exchange for a parcel of adjoining land owned by the city. Mr. Middles further reported that it was his understanding that the city had purchased such easements in the past. Mr. Malone responded by saying that the city had purchased such easements from upland land owners for those areas contained in the most recent US Army Corps of Engineers project. The area of First Ave. where the Middles's are located was not part of that project. Mr. Malone further commented

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that he felt that it was in the best interest of both the city and the land owner to have such a maintenance easement in place.

X. ADJOURNMENT

M/M Hamilton/Notti to adjourn meeting.

Unanimous

Meeting was adjourned at 9:12pm.

Minutes prepared by: Sandra Moseley, Admin. Assistant

ATTEST:

John Guinn, Chair

DATE: _____