City of Bethel, Alaska
--- Planning Commission Minutes

December 14, 2006 Regular Meeting Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on December 14, 2006 at 6:30 p.m. in the City Council Chambers, 1st Floor City Hall, Bethel, Alaska.

John Guinn called the meeting to order at time 6:35 p.m.

ROLL CALL

Comprising a quorum of the Commission, the following were present:

John Guinn	Tundy Rodgers
Sharon Lindley	Joy Shantz
Pat Jennings	Mike Walter

Excused absence(s):
Unexcused absence(s): Corey LaPore

Also in attendance were the following:
City Planner Richard Abboud
Code Enforcement Officer Jeff Lee

APPROVAL OF MINUTES

MOVED BY:	Pat Jennings	To approve the minutes from the November 9, 2006 Planning Commission meeting, with corrections
SECONDED BY:	Joy Shantz	

VOTE ON MOTION	6 yes 0 no motion carried

APPROVAL OF AGENDA

MOVED BY:	Joy Shantz	To approve the agenda for the December 14, 2006 Planning Commission Agenda.
SECONDED BY:	Sharon Lindley	

VOTE ON MOTION	6 yes 0 no motion carried

COMMUNICATIONS none

PLANNERS REPORT

Alaska Coastal Management Program: We are still waiting on final approval of the amended plan. The NOAA Office of Ocean and Coastal Resource Management (federal administrator of the Alaska Coastal Management Program) has requested and extension until December 8, 2006 to complete a review of the amended plan.

Code Enforcement Activity:
The AC store has been found expanding the footprint of their store without a site plan permit. We now are still waiting for Fire Marshal approval of the redesigned structure.

116 Alex Hately has been noticed that it is illegal to construct in the right-of-way. The structure in question has been moved out of the right-of-way.

Trooper Housing Project is still required to obtain flood proofing certified by an engineer for the accessory storage buildings on the site. Initial plans have been approved by an engineer and I am awaiting confirmation that the improvements have been installed with an approval of an engineer.

AVCP has made a proposal for obtaining water and sewer service for 545, 547 & 549 Akula Court. The grant they wish to use has a submittal date of December 14th. We should have further information at the time of the Planning Commission meeting.

AVCP is working with the Planning Department regarding the encroachments of their properties on J. B. Crow Road. Preliminary Plat materials were not submitted in time to conduct a proper notice for the December Planning Commission meeting. Conversations with representatives of YKHC regarding their support of the proposed solution indicate that they have concerns related to the liability and maintenance associated with an access easement verses a dedicated right-of-way. Additionally, YKHC is concerned about the proximity of water and sewer lines to the proposed Receiving Home site. They are reviewing alternate sites for development.

Cars found in the right-of-way have been minimized. Chief Dudley is working to obtain a clearance for the Code Enforcement Officer to gain the authority to run license plate checks on cars that need to be towed.

At the request of the Police Department, no-parking signs have been erected on a portion of 6th Avenue that has become problematic with cars being left in the right-of-way. This will allow cars to be towed without notice.

Code Enforcement Plans: We continue to work with the Public Works Department to accomplish the cleanup goals according to the City Councils' past nuisance declarations. We have also begun documentation on a few properties that have been in a state of code violation for the last few years. We will continue to document new sites and work on enforcement at a pace that will not overwhelm the Public Works Department.

Comprehensive Plan: The Planning Department is continuing to prepare for review of the transportation and comprehensive plans. In addition to meeting with ASCG, we have contacted

representatives of HDR (organization that helped produce current plans) to help prepare a scope of project and get some initial figures on costs.

Hazard Mitigation: I have received an initial draft of a hazard mitigation plan. The plan will be out for review and revision in the next couple of months or so.

Indian Reservation Roads: We will be working with ONC to create maps that fulfill requirements necessary to designate City owned roads as Indian Reservation Roads. This will create an additional source of revenue for maintenance of such roads.

Major Site Plans: Tim Mearig presented the 65% Kilbuck Elementary Replacement School Plan to the Planning Commission November 6, 2006. Concerns about the traffic patterns were expressed and details still need to be considered. YKHC is reconsidering the placement of a receiving home on J.B. Crow Road.

Nuisance: The property at 621 Setter Drive has been partially cleaned up and we are working with Public Works Department to finish the clean-up that was started. We have begun to clean-up the property at 226 Akiak Drive and have removed the debris from the right-of-way and towed cars from the site. Publics Works crews have commenced with demolition of two structures on December 5th.

Trailers: With the direction of the Planning Commission to address the subject of dilapidated trailers, the Planning Department has drafted a Planning Commission resolution that would introduce a change to the BMC that would require all trailers that become a part of a new site plan to have certification that they meet the Manufactured Home Construction and Safety Standards authorized under the National Manufactured Housing Construction and Safety Standards Act of 1974.

Sanitary Cans: Title 13 of the BMC still makes references to sanitary cans. The Planning Department, Planning Commission, Public Works Department, and Administration believe that these references are archaic and conflict with health and welfare of citizens and public employees. We are introducing a Planning Commission Resolution for support of a City Ordinance that changes the language in the BMC regarding sanitary cans. The Planning Office is very concerned about the health and welfare of those still using sanitary cans, not only with the issues of the cans themselves, but with the related concerns associated with gray water disposal or lack of any sanitary facilities in structures where sanitary cans are still in use.

Water Source Protection: Water Source Protection Specialist, Carrie Godden is planning a public workshop to assist in developing Bethel's water source protection plan 8-12am on Dec 12th at the ONC building. All interested parties are encouraged to attend.

PEOPLE TO BE HEARD none

COMMISSIONERS COMMENTS Joy Shantz addresses concerns she has with an ordinance passed by City Council that allows the use of off-road vehicles on the streets and roads in Bethel. She states that we have seen our first death involving the use of snow machines (referring to the murder of the cab driver) and there will be more because it is a bad idea and she states that it needs to be fixed. We have an understaffed police department that cannot keep up with this problem, it puts an unfair burden on the police department, and it is unfair to the community of Bethel.

Sharon Lindley voices her support for Joy Shantz' comment and also welcomes Mike Walter to the Commission.

Commission Chair, John Guinn welcomes Mike Walter to the Commission.

Council Member Tundy Rodgers welcomes Mike Walter to the Commission. He requests that everyone say a prayer for Glady Jung who is on dialasis and states that he will not steal Joy's thunder with any comment about the off-road vehicles, at this time.

UNFINISHED BUSINESS none

New Business

Item A –Resolution regarding sanitary can references in the BMC.

Action Item

City Planner Richard Abboud presents the item and states that the references to sanitary cans in the BMC is antiquated and that City of Bethel policy is to eliminate the use of sanitary cans. The services to deal with sanitary cans are no longer supported by the Public Works Department.

MOVED BY:	Joy Shantz	To approve resolution 2006-09 A resolution of support of an ordinance regarding references to sanitary cans that will amend sections 13.08.010, 13.08.025, 13.08.080, and 13.05.240 of the BMC
SECONDED BY:	Tundy Rodgers	

VOTE ON MOTION	6 yes 0 no	Approved

Item B – Resolution of support for an ordinance regarding substandard trailer homes.

Action Item

City Planner Richard Abboud presents the item and states that the Federal Government found it necessary to protect consumers by creating construction and safety standards for manufactured houses and adopting an ordinance requiring that a certification label be present when relocating a manufactured house will ensure that residents of such a dwelling will no be subject to an unreasonable risk of injury or death. This ordinance will help to minimize personal injury, deaths, property damage, and insurance costs related to the use of manufactured homes.

MOVED BY:	Tundy Rodgers	To approve resolution 2006-10 A resolution of support for endorsement of an ordinance regarding manufactured homes.
SECONDED BY:	Pat Jennings	

VOTE ON MOTION	6 yes 0 no	Approved

Item C – Ben Barnes appeal of decision of the City of Bethel Planning Department concerning definition of a trailer park.

Discussion Item

Ben Barnes addresses the Planning Commission and states that he would like to use an ADCO trailer as a butcher shop and locate the trailer at 626 Ptarmigan Street. He states that the trailer doesn't fit the definition of a trailer home and that the other trailers on the property are used as rentals and are considered to be one structure because they are connected into a tri-plex. Jeff Lee states that the placement of a commercial butcher shop onto the property with residential trailers doesn't abide by the zoning requirements of the property. The Commission agreed with this determination and so informed Mr. Barnes that the commercial butcher shop did not abide by the principle use requirement of the lot.

MOVED BY:		No Action Required
SECONDED BY:		

VOTE ON MOTION	

ADJOURNMENT

MOVED BY:	Tundy Rodgers	To adjourn the meeting at 7:50 p.m. December 14, 2006.
SECONDED BY:	Joy Shantz	

VOTE ON MOTION	Unanimous 6-0

APPROVED THIS 11th **day of** January **200~~6~~.** 7

ATTEST:

John Guinn

John Guinn, Chair